

Care and Social Services Inspectorate Wales

**Children and Families (Wales) Measure 2010
Child Minding and Day Care (Inspection and Information for Local
Authorities) (Wales) Regulations 2010
The Child Minding and Day Care (Wales) Regulations 2010**

Inspection Report

**Llanharan Welfare Hall Playscheme
23a Bridgend Road
Llanharan
Pontyclun
CF72 9RD**

**Type of Inspection – Focused
Date(s) of inspection – Tuesday, 31 March 2015
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Summary

About the service

Llanharan Welfare Hall Play scheme is an open access play scheme which operates during the school holidays only. It is run by Llanharan Community Development Project Ltd who has appointed a Registered Individual (RI) to oversee its running. The play scheme is registered to provide care for up to 85 children between the ages of 5 and 11 years although older children up to the age of 14 may attend if they wish. It operates on Tuesdays and Thursdays only, between the hours of 10:00 and 13:00. As it is an open access play scheme, children may come and go as they wish. A small charge is made at registration which goes towards the purchase of craft materials. The day to day running of the play scheme and management of its team of staff is carried out by a manager or Person in Charge (PiC)

What type of inspection was carried out?

This was a scheduled, unannounced, focussed inspection which looked mainly at the quality of life theme.

Evidence for this report came from:

- observation of child care practices and routines at the setting
- observations of the interactions between staff and children
- discussion with the PiC and other staff
- a brief visual check of the premises
- sampling of documentation and records.

What does the service do well?

Some of the staff employed are fluent Welsh speakers and therefore able to offer play opportunities through the medium of Welsh. The service also has use of extensive grounds and nearby children's park, for outside play.

What has improved since the last inspection?

The Welfare Hall has recently undergone renovation work to improve its central heating. The radiators have been re positioned so that they are high on the walls, increasing the amount of space available for safe, physical play. Healthy options of fruit have been added to the food on sale in the tuck shop.

What needs to be done to improve the service?

No issues of non-compliance were identified at this inspection. The following good practice recommendations were discussed:

- ensure that a fully equipped first aid kit is kept at the Hall at all times
- ensure that staff supervising the outdoor play area carry an emergency first aid kit
- consider providing the staff supervising the outside area with a suitable means of communication with the Hall such as a dedicated mobile phone
- ensure that a Quality Review of the Service is completed during the Summer.

Quality Of Life

Overall, we (CSSIW) found that the children's needs were met. There was a good range of age appropriate activities provided both indoors and out. Relationships with staff were seen to be relaxed and happy. Children were seen to socialise freely and be well occupied.

Children are encouraged to speak and express themselves as the staff are approachable and friendly. Although the play scheme hasn't operated for almost a year, the staff remembered the children and their families and the children remembered them. We saw greetings and news being exchanged as it was the first operational day of the play scheme. We saw a group of children chatting in Welsh and they were delighted when one of the staff joined in the conversation in Welsh. The Person in Charge (PiC) reported that most of the staff could either speak Welsh or understand enough to use simple phrases.

Children have opportunities for freely chosen, unstructured and self-directed play at the play scheme. The staff arrive at the Hall early and ensure that activities are laid out before hand. On the morning of our inspection we saw that the staff had set out two separate craft activities on the tables. There were also dressing up clothes, large building blocks, a makeup and loom bands table and various equipment for physical activity. Children were able to register at the entrance and go straight to the activity of their choice. We saw children playing with hoola hoops, dressing up and painting Easter pictures. Children who wished to play outdoors could do so. The PiC checked that two staff supervised outdoor play at all times in order to ensure the children's safety. However, we noted that the outside site is large and consists of a large sports field with an adjacent children's play park which is at some distance from the Hall. We suggested to the PiC and RI that a portable first aid kit and a secure means of communication such as a dedicated mobile phone or radio would be helpful for outside staff to deal with emergencies should they arise.

Children benefit from good health and hygiene practices as we were able to see from staff files that staff have undertaken food hygiene training. We noted that the food on sale in the tuck shop now includes fresh fruit. We saw that the PiC had carried out a comprehensive risk assessment of the premises both inside and out before the children arrived which included checking the toilets for cleanliness. Our brief visual check confirmed this and we saw that the toilets were well provided with liquid soap and paper hand towels for hand washing. We were also able to see from the children's files that the required medical information had been sought from parents upon registering their children at the play scheme.

Children are able to experience warmth and attachment when they attend the play scheme as many come with their friends. The PiC reported that the play scheme sends flyers to local schools before the holidays and advertises its service on social media. However, many of the children arrange to attend with friends and news of the play scheme is spread by word of mouth. We spoke to a group of children who had arranged

in school to come together. They reported that they lived in different areas and welcomed the opportunity to meet up with friends during the holidays. The children were seen to mix easily with the staff and address them in a familiar and friendly way.

Quality Of Staffing

This inspection focussed on the quality of life theme and the outcomes for children. CSSIW did not consider it necessary to look in detail at the quality of staffing theme in any depth on this occasion.

However, we noted that the staff are well qualified for their roles. The PiC reported that she had qualified to Level 5 in Childcare and that another member of staff was qualified to Level 3 in Childcare. The PiC and three other members of staff were reported to have completed a play training course specifically for their roles as play leaders on the play scheme. A further member of staff was also reported as being qualified as a Dragon Sports coach. A brief check of staff files also showed that the required paediatric first aid, safeguarding and food hygiene training were being maintained.

This will be looked at in more detail during future inspections.

Quality Of Leadership and Management

This inspection focussed on the quality of life theme and the outcomes for children. CSSIW did not consider it necessary to look in detail at the quality of leadership and management theme in any depth on this occasion.

However, we noted that the registered person was well organised and that the sample of staff files we examined were in good order and contained the necessary evidence of recruitment, training and appraisal. We reminded the RI that as the play scheme hadn't been operating for some time, a Quality of Service Review should now be produced towards the end of the summer holidays in order to ensure that the service remains compliant.

We also noted that on the day of our inspection the first aid kit available at the Hall was not fully equipped to deal with possible medical emergencies that might arise. We discussed this with the RI who assured us that a fully equipped kit was available for the play scheme's use. However, as it was the first day that the play scheme had operated after some time the PiC had forgotten to take it to the Hall. She assured us that this would be remedied in future and we suggested that checking the first aid kit might be a useful addition to the risk assessments carried out before the children arrive.

This will be looked at in more detail during future inspections.

Quality Of The Environment

This inspection focussed on the quality of life theme and the outcomes for children. CSSIW did not consider it necessary to look in detail at the quality of the environment theme in any depth on this occasion. This will be looked at in more detail during future inspections.

How we inspect and report on services

We conduct two types of inspection; baseline and focussed. Both consider the experience of people using services.

- **Baseline inspections** assess whether the registration of a service is justified and whether the conditions of registration are appropriate. For most services, we carry out these inspections every three years. Exceptions are registered child minders, out of school care, sessional care, crèches and open access provision, which are every four years.

At these inspections we check whether the service has a clear, effective Statement of Purpose and whether the service delivers on the commitments set out in its Statement of Purpose. In assessing whether registration is justified inspectors check that the service can demonstrate a history of compliance with regulations.

- **Focused inspections** consider the experience of people using services and we will look at compliance with regulations when poor outcomes for people using services are identified. We carry out these inspections in between baseline inspections. Focused inspections will always consider the quality of life of people using services and may look at other areas.

Baseline and focused inspections may be scheduled or carried out in response to concerns.

Inspectors use a variety of methods to gather information during inspections. These may include;

- Talking with people who use services and their representatives
- Talking to staff and the manager
- Looking at documentation
- Observation of staff interactions with people and of the environment
- Comments made within questionnaires returned from people who use services, staff and health and social care professionals

We inspect and report our findings under 'Quality Themes'. Those relevant to each type of service are referred to within our inspection reports.

Further information about what we do can be found in our leaflet 'Improving Care and Social Services in Wales'. You can download this from our website, [Improving Care and Social Services in Wales](#) or ask us to send you a copy by telephoning your local CSSIW regional office.

