



Childcare Inspection Report on

Clwb Hwyl Y Login Fach

**Ysgol Y Login Fach
Heol Roseland
Wanarlwydd
Swansea
SA5 4ST**

Mae'r adroddiad hwn hefyd ar gael yn Gymraeg

This report is also available in Welsh



Date Inspection Completed

07/11/2019

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Ratings	What the ratings mean
Excellent	These are services which are committed to ongoing improvement with many strengths, including significant examples of sector leading practice and innovation. These services deliver high quality care and support and are able to demonstrate that they make a strong contribution to improving children's well-being
Good	These are services with strengths and no important areas requiring significant improvement. They consistently exceed basic requirements, delivering positive outcomes for children and actively promote their well-being.
Adequate	These are services where strengths outweigh areas for improvement. They are safe and meet basic requirements but improvements are required to promote well-being and improve outcomes for children.
Poor	These are services where important areas for improvement outweigh strengths and there are significant examples of non-compliance that impact negatively on children's well-being. Where services are poor we will take enforcement action and issue a non-compliance notice

Description of the service

Clwb Hwyl y Login Fach has been registered with Care Inspectorate Wales (CIW) since May 2003 to provide care for up to 35 children from Ysgol y Login Fach, Swansea. The registered person and person in charge is Gayle Liddington-Hughes. The service provides care for children between 3 and 11 years old. The service operates Monday to Friday, during term time between the hours of 3.20pm to 5.30pm. Care is provided through the medium of English with some Welsh used.

Summary

Theme	Rating
Well-being	Adequate
Care and Development	Adequate
Environment	Adequate
Leadership and Management	Adequate

1. Overall assessment

At Clwb Hwyl y Login Fach, children are settled, happy and have a reasonable voice. They have opportunities to experience a balanced range of play and interact positively with children and adults around them. Staff are caring, kind and keep children generally safe and healthy. However, some improvements are needed to ensure consistent practise. The environment offers satisfactory opportunities to play, with appropriate toys, resources and equipment available to the children. The registered person is working adequately and has policies and processes in place. However, some areas need improvement to ensure the service is fully compliant.

2. Improvements

Since the last inspection the registered person has accident recording sheets, which identified the parts of the body that had been injured.

3. Requirements and recommendations

We have advised the registered person that improvements are needed, as they were not compliant in relation to supervision of staff (regulation 29) and staff recruitment (regulation 28) in order to fully meet the legal requirements. Notices have not been issued on this occasion, as there was no immediate or significant impact for children using the service.

We expect the registered person to take action to rectify these and they will be followed up at the next inspection.

We have also made a number of recommendations and these are detailed at the back of the report.

1. Well-being

Adequate

Summary

Children have an adequate voice and they are settled, happy and relaxed. Children show familiarity and mostly interact positively. They generally enjoy their play and learning, choosing their own activities or joining in with adult led games. Children have balanced opportunities to develop and learn and have basic opportunities to become independent.

Our findings

Children speak or express themselves and they are confident communicators and have some opportunities to make choices about their play. For instance, children chose from a range of activities which were set out on the tables or around the hall. They could also choose the filling for their sandwich and asked for more toast. Children said that they could go to the drawers to get more activities or they could ask staff to get things for them.

Children are content and express enjoyment. They have a sense of belonging and are becoming familiar with routines. For example, when first coming to club, children sat on the benches without prompt and after registration they went to place their coats and bags on hooks without being asked. They are beginning to form bonds of attachments, for example, one child was very happy to see a particular member of staff, standing up to greet them with their arms up and calling their name excitedly.

Interactions between children and adults are positive. Nearly all children co-operate and are generally interested and engaged. Children reacted positively to staff, when they dealt with frictions between older children and children generally show respect for each other. For instance, children chatted with each other about the activities they were doing and older children chatted and joined in enthusiastically in younger children's play.

Children are engaged in their play and learning, for example, while completing activities, one child talked to himself and another sang quietly to herself. They enjoy a reasonable selection of appropriate opportunities indoors and children explained that they use the outdoor area when it's dry. Children initiate their own play and influence their tasks and activities. They also took part in adult led games which resulted in lots of laughter.

Children experience a variety of age/developmentally appropriate opportunities. During our visit, they took part in individual or group activities including colouring, drawing, a construction activity and a 'wink detective' circle time game. Children have some opportunities to develop their independence skills, enabling them to do some things for themselves successfully, for instance, children poured their own drink and lead some games.

2. Care and Development

Adequate

Summary

Staff work reasonably to keep children safe and healthy, however, some improvements are needed to ensure consistent practises. They implement positive behaviour management strategies and manage interactions consistently. Staff sufficiently promote children's play, however, not all opportunities to develop children's independence are utilised.

Our findings

The registered person has satisfactory measures/policies in place to ensure that everyone is generally aware of their responsibilities in relation to the safety and welfare of children. They complete a register at the beginning of the session and recorded the times of departure on the day of inspection. However, on inspection of previous registers, they did not always record the signing out times of children. Staff were confident about what to do if there was a child protection incident. They implement some appropriate cleaning and hygiene practices, as they wiped tables after snack, however, tables were not wiped before snack and children did not wash their hands before eating. Staff prepare healthy snacks for the children and squash was available to children throughout the session. One parent commented that they are confident that staff keep children safe and happy.

Staff understand the behaviour management policy and generally implement positive behaviour management strategies. For example, staff distracted children when dealing with negative behaviour and reinforced positive behaviours. Staff were aware of children's additional behavioural needs and used appropriate techniques to support them. For example, staff quietly discussed inappropriate behaviour with children and reminded them of using appropriate behaviour. Staff act as good role models at all times and they are responsive, listening to children's views. During circle time games, staff modelled good behaviour and praised children who did the same. Overall, interactions are positive, demonstrating warmth and kindness.

Staff provide an appropriate range of play and learning activities, providing help and support when needed. They joined in with children's play, developing their play and using language to enhance children's play. For example, staff showed children how to use the backgrounds in the small world area to create a story with the ponies they were playing with. Staff use Welsh with the children and provide some basic opportunities to develop independence. However, some independence opportunities were missed, for instance, staff prepared the snacks.

3. Environment

Adequate

Summary

The registered person ensures that the environment is generally safe and secure. The environment provides satisfactory opportunities for children to play and explore. There is an adequate supply of resources and equipment which sustains children's interest and offers a balanced range of play opportunities.

Our findings

The registered person ensures that the environment is generally safe, secure and well maintained indoors. They undertake regular fire drills and staff complete a daily risk assessment tick list. However, there were no written general and fire risk assessments in place. Since the inspection, the service has completed satisfactory general and fire risk assessments. The service has recently registered with environmental health due to a change in access to the school kitchen facilities and is awaiting their first visit.

The registered person ensures the environment has sufficient indoor play space for children to move freely most of the time. They organise the environment appropriately so that it provides a satisfactory range of play opportunities suitable for the age ranges cared for. The premises are generally welcoming, warm and accessible to most. Staff and the registered person follow a cleaning schedule and complete a tick list. The premises are adequately maintained, however, not all safety/heating certificates were available to view at the time of inspection. Since the inspection, the registered person has confirmed that heating and safety inspections have been carried out and she has her own copies of the safety inspection certificates. There is an appropriate outdoor area; although it was not used during the inspection, but the registered person explained that it is used whenever possible.

Children have access to appropriate furniture, equipment, toys and materials that are appropriate and suitable for their needs. Resources are of a suitable design and condition, and well maintained. There are sufficient resources to keep the children's interest. For example, children could take part in creative, physical, imaginative or role play activities.

4. Leadership and Management

Adequate

Summary

The registered person works adequately to maintain the service, however, some improvements are needed to ensure they are fully compliant. Service users and staff views are collected to evaluate the service and there are appropriate processes in place when dealing with the management and recruitment of staff, however, there needs to be improvements in this area. The registered person is developing positive partnerships with parents and the school.

Our findings

The registered person ensures they comply with many relevant regulations and the National Minimum Standards (NMS). They have an adequate knowledge of their regulatory responsibilities, however, they had not informed CIW of changes to staff members. Since the inspection, the registered person has notified CIW of a new staff member. The registered person has an up-to-date satisfactory statement of purpose that generally reflects the service provided and meets nearly all of the NMS, however, it did not fully reflect the service. For example, the current statement of purpose states the language of the service is Welsh, however, the main language of the service is English with some Welsh used. The registered person reviews their policies and ensures that these are generally implemented in practice, however, some policies do not reflect current practice. For example, the healthy eating policy states that “fresh water will be available at all times” and the safeguarding policy does not include an accusation against the registered person/safeguarding officer. Since the inspection, the registered person has confirmed that she has updated the safeguarding policy. The registered person ensures that required records are kept; including incident and accident records, however, some records did not have either staff or parent’s signatures.

The registered person reviews the quality of care annually and produces an annual report. She seeks the suggestions of children, their parents/carers through questionnaires and staff views are collected verbally during staff meetings and at appraisals.

The registered person follows a safe recruitment process to safeguard children, however, some information is missing. For example, two references were missing from one staff member’s record and there is only one reference in another. All staff members have valid Disclosure and Barring Service (DBS) Certificates, however, the registered person had not sent in an original copy of her DBS certificate to complete the process. Since the inspection the registered person has confirmed that she has begun to complete the DBS process. The registered person implements an appropriate induction procedure for volunteers and staff and one staff member commented on how they were happy with the recent induction they received. Staff training records are kept up to date and there are good arrangements in place for practitioner absences. Appraisals are carried out annually with formal recording,

however, there are no targets set. There are also no formal supervisions undertaken but staff explained that they have informal discussions with the registered person.

The registered person ensures that communication and engagement systems with parents are adequate. They generally keep parents informed and have developed links with the school. Feedback from parents was positive.

5. Improvements required and recommended following this inspection

5.1 Areas of non-compliance from previous inspections

None

5.2 Recommendations for improvement

Following our inspection we recommend that:

- staff ensure consistency with hygiene practises;
- children wash hands before snack;
- the registered person becomes familiar with Welsh Government best practise guidance on Food and Nutrition;
- staff offer more opportunities to develop children's independence;
- the registered person regularly reviews risk assessments;
- the statement of purpose is updated to fully reflect the service;
- the registered person notifies CIW of any changes to the service;
- policies are reviewed and updated to reflect current practise;
- staff ensure they consistently record the times of children's departure;
- staff ensure all accident/incident forms are signed by staff/parents; and
- agreed targets are set during the staff appraisals process.

6. How we undertook this inspection

This was a full inspection undertaken as part of our normal schedule of inspections. One inspector visited the service on 5 November 2019 and 7 November 2019 for just over 4 and a half hours.

As part of this inspection we:

- inspected a sample of documentation and policies;
- observed practice during the visit to capture evidence of children's engagement and the care being provided;
- observed practice and completed observations using the SOFI 2 tool to capture evidence of children's engagement and the care being provided by staff;
- carried out a visual inspection of the room/outdoor areas that the children have access to;
- spoke to the staff and parents; and
- provided feedback to the service by telephone on 19 November 2019.

Further information about what we do can be found on our website:

www.careinspectorate.wales

7. About the service

Type of care provided	Children's Day Care Out of School Care
Registered Person	Gayle Liddington-Hughes
Person in charge	Gayle Liddington-Hughes
Registered maximum number of places	35
Age range of children	3 – 11 years old
Opening hours	3.20pm – 5.30pm Monday to Friday during term time
Operating Language of the service	English
Date of previous Care Inspectorate Wales inspection	29 February 2016
Dates of this inspection visit(s)	05 November 2019 07 November 2019
Is this a Flying Start service?	No
Is early years education for three and four year olds provided at the service?	No
Does this service provide the Welsh Language active offer?	This is a service that does not provide an 'Active Offer' of the Welsh language. It does not anticipate, identify or meet the Welsh language needs of people /children who use, or intend to use their service. We recommend that the service provider considers Welsh Government's 'More Than Just Words follow on strategic guidance for Welsh language in social care'.
Additional Information:	

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