

Play Sufficiency Assessment Toolkit – Tool 16

Employer/setting questionnaire template

This tool provides an exemplar template which may be used to gather information from settings / employers in respect of the playwork provision and workforce.

Employer details	
Name of setting:	
Address:	
Postcode:	
Telephone:	
Email:	

Your play setting:

Q1. Over the last 12 months, how many children attended the play setting in total?

Total:

How many sessions are held each week / month:

How many children attend each session:

Q2. Of those identified in Q1, how many were in the following age groups?

Please enter numbers

Very young children (0-4 years)	
Younger children (5-7 years)	
Older children (8-11 years)	
Older children (12-14 years)	
Older children (15-17 years)	
Total	

Q3. Of those identified in Q2, how many are:

Disabled children:

Children with Additional Learning Needs:

Provide an overview of the children's needs: UK government has guidance on [Inclusive language: words to use and avoid when writing about disability](#).

Number of children whose first language is Welsh:

Number of children whose first language is other than Welsh or English (including British Sign Language (BSL)):



Playworkers in your play setting

Q4. In total, how many individual playworkers are there in your setting?

Please note these are the roles undertaken by staff, rather than their level of qualification.

Type of playworker	
Senior Playworker	
Playworker	
Assistant Playworker	
Play Development Worker	
Play Ranger	
Mobile Playworker	
Inclusion Playworker	
Student Playworker	
Other playworker role (please specify)	
Total	

Q5. Of those playworkers identified in Q4, how many were in the following categories?

Note: travel and other sundry expenses do not count as payment

Unpaid (voluntary) fewer than 10 hours per week	
Unpaid (voluntary) 10 hours or more per week	
Paid part-time/sessional for fewer than 10 hours per week	
Paid part-time/sessional for 10 hours or more per week	
Paid full-time for over 30 hours per week	
Total (this should be the same number as Q4)	

Playwork qualifications and continuous professional development

Q6. Of those playworkers identified in Q4, how many hold a playwork qualification at the following levels?

Enter numbers in table:

No qualification	
Level 2	
Level 3	
Level 4	



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Higher Level qualifications	
Total	

Q7. Has your play setting provided any of the following Continuing Professional Development (CPD) opportunities for its playworkers in the last 12 months either directly or by funding the opportunity?

Insert the number of playworkers who have undertaken each type of CPD.

	Provided by the play setting (number of people)	Funded by the play setting (number of people)
Playwork conferences		
Education outside playwork		
Online learning (i.e. internet)		
Reading playwork books, magazines and journals		
Watching playwork DVDs, videos, CD-ROMs		
Working with a playwork mentor		
Working with/observing playworkers		
Workshops/training events/courses		
Other (please state):		

Playwork gaps

Q8. Has your play setting been able to provide a wide range of play opportunities to children?

For example, have the playworkers and setting been able to meet demand from existing participants, or new participants?

Yes	
No	

Q9. If no, please indicate why? (tick all that apply)

Lack of playworkers with the appropriate skills/qualification/experience	
Playworkers do not have the time available	
Availability of playworkers as work in other play settings/for the local authority/school	
A playworker, or playworkers, have left/retired from the play setting	
We cannot afford to train playworkers	
We cannot afford to pay playworkers to attend training	
We cannot afford to pay playworkers to provide the sessions	
Other (please state):	

Q10. If you answered 'No' to Q8, have you tried to fill/recruit for the gap in your staffing levels?

Yes	
No	
Not applicable	

Q11. Please describe any reasons why you have not tried to fill/recruit for the gap in your playwork provision.

Q12. What are the main problems you experience when recruiting new playworkers?

Q13. Do you plan to make any changes to playwork provision over the next 12 months?

Yes	
No	

Q14. If 'Yes', please indicate which changes you plan to make:

Increase the number of playworkers	
Improve the level of qualifications our playworkers have	
Introduce a new training programme	
Replace our current playworkers because they will be leaving	
Decrease the number of playworkers	
Reduce the amount of play provision we offer	
Apply for Care Inspectorate Wales registration	
De-register with Care Inspectorate Wales	
Other (please state):	

Please provide reasons for changes:

Q15. If you plan to increase the number of playworkers, how many will be in each of the following categories?

Unpaid (voluntary) fewer than 10 hours per week	
Unpaid (voluntary) 10 hours or more per week	



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Paid part-time and paid sessional; fewer than 10 hours paid work per week	
Paid part-time and paid sessional 10 hours or more paid work per week	
Paid full-time Over 30 hours paid work per week	
All additional	

Q16. What type of CPD opportunities would you like your playworkers to access in the next 12 months?

Opportunity	Number
Induction	
Level 2 playwork qualification	
Level 3 playwork qualification	
Level 4 playwork qualification	
Higher Level qualifications	
Workshop/training event/course	
Playwork conference(s)	
Working with a mentor	
Other (please state):	

Q17. There is a range of methods currently used to help manage performance, provide feedback and support, and identify learning needs

Please tick any that you use in your setting:

- Job description
- Induction
- Regular supervision
- Learning needs analysis
- Appraisal
- Staff observation by manager
- Staff observation by peers
- Others, please describe:

These are all important methods that leaders and managers should be using to help improve and maintain safe, quality practice amongst staff. If you are not using some or all of these, what are the reasons?

Q18. Do you have any other comments that you would like to feedback concerning playworkers and playwork settings?

Please provide details: