



## **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**

#### **Trecenydd Playscheme**

St Cenydd Road  
Caerphilly  
CF83 2PR

**Type of Inspection – Baseline**  
**Date(s) of inspection – 8 August 2013**  
**Date of publication – 20 September 2013**

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Please contact CSSIW National Office for further information  
Tel: 0300 062 8800  
Email: [cssiw@wales.gsi.gov.uk](mailto:cssiw@wales.gsi.gov.uk)  
[www.cssiw.org.uk](http://www.cssiw.org.uk)



## Summary

### About the service

Trecenydd Playscheme is one of two operated during the summer holiday period by the Penyrheol, Trecenydd & Energlyn Community Council. It is registered to care for up to sixty children under eight years of age and operates from a hall in the lower school of St. Cenydd Community School Caerphilly. The community council has elected a representative to act as Responsible Individual (RI) for the group. A manager (Person in Charge (PiC)) is in place and oversees the day-to-day operate of the group. On the day of inspection there were forty eight children attending the group, twenty of who were under eight years of age.

### What type of inspection was carried out?

This was a scheduled unannounced inspection. As the first inspection since registration it was a baseline inspection which reports on all four themes. The evidence for this report came from:

- ◆ Discussions with the PiC and other staff members
- ◆ Observations of care practices.
- ◆ Scrutiny of daily records, policies, procedures and the booklet for parents.
- ◆ Discussions with some of the children present.

No Self Assessment of Service Statement (SASS) was available before this inspection.

### What does the service do well?

Provides a safe, fun environment for children with a varied programme of activities utilising trips away from the playscheme base.

### What has improved since the last inspection?

First Inspection

### What needs to be done to improve the service?

There were no issues of non compliance to report.

The RI and PiC were asked to provide the following information to CSSIW on completion:

- ◆ The Complaints Policy amended to demonstrate the changed role of CSSIW.
- ◆ The Quality Assurance report – review (evaluation) of the service produced at the end of the scheme.
- ◆ Check that the Public Liability Insurance cover is valid for children admitted before 09-45hrs.
- ◆ Ensure that a safer storage solution is found for the children's bags as they blocked the fire exit on the day of inspection.

## Quality of life

Overall we (CSSIW) found that children benefitted from a varied programme of activities. These were delivered by a staff group who had developed good relationships with the children. The children were settled and happy and enjoyed the time spent at the playscheme.

Children had a choice. This is because they had been consulted at the start of the scheme about the outings and trips they would like to go on. During each session children had the choice to play in or outside. They had a good variety of age appropriate resources to play with. We saw children engage in table top activities which included craft, snooker and table football. After lunch staff provided the opportunity for the children to make fruit kebabs and chocolate crispie cakes. This proved to be very popular with all the children.

Children were treated with dignity and respect. This is because the staff team had developed relaxed and easy relationships with the children. Children were supervised from a distance whilst using the toilet in order to allow some privacy. Any 'accidents' such as spillages were calmly dealt with by the staff team. In return we noted that the children showed respect for the staff by listening to them and addressing them appropriately.

Children had opportunities to experience the outdoors. This is because children were free to play in and outdoors. They moved freely between the two and staff were organised so that they had sight of children making their way to the playing fields and red gra area. We noted that the children had access to a range of balls and bats; hula hoops; skate boards whilst playing outdoors. Some of the younger children were happy to play a game of rolling down the hill.

Children were encouraged to gain independence. This is because staff actively promoted self reliance in toileting, getting lunch and snack. We heard staff encourage children to get pieces of equipment for themselves and these were placed so that children had easy access to them.

Children developed relationships and felt recognised and valued by others. This is because staff spoke directly to each child addressing them by their first name. We saw good eye contact made when staff were listening to the children. We heard staff ask the children for their views on many occasions. The easy relationships developed with staff demonstrated that children felt at ease. We heard a great deal of praise given to the children even for the smallest of achievements. In return we saw the children respond quickly and willingly to staff requests such as tidy up.

## Quality of staffing

Overall we found that the children were cared for by a competent and confident staff team. The PiC was very experienced as a classroom teacher and had been the manager of the group for a number of years. All staff had attended a day's training before the playscheme commenced and had updated their knowledge of first aid, safeguarding and playwork.

Children and parents could be confident in the care given. This is because all staff employed at the scheme were experienced in working with children. Many were in the education field and held appropriate qualifications for the role. We noted that all play was child led and that staff joined in the play with gusto and when invited to do so.

Children enjoyed care from motivated carers. This is because we found the staff team to be dedicated, focused and prepared to 'go the extra mile' for the children. We heard staff speak enthusiastically about activities and this encouraged some reluctant children to give them a go. We saw staff join in, demonstrate and be prepared to 'have a go'. Children told us that they liked the staff, many because *'they played with them'*.

Care giving was relaxed. This is because we saw an established staff team in place with the addition of only one new member from the previous year. The team were well led and their confidence in dealing with situations meant that they maintained a calm approach to these situations. We noted that the staff were supportive of one another. Staff were appropriately deployed and this helped to maintain a relaxed atmosphere. As a consequence we noted that the children were relaxed and there was little conflict or aggression from the children.

Children had good interactions. This is because staff made themselves available to the children and paid full attention to the children. We saw children sit during snack and lunch with staff and chat freely about a range of topics. We overheard one conversation where a staff member was reassuring children about moving to a new class and teacher in the new school year in September. Children told us that they liked the staff and their willingness to chat openly with staff supported this.

## Quality of leadership and management

Overall we found that the playscheme was well managed day-to-day by the PiC. There were good administrative systems in place to support her in running the scheme. We found that parents had sufficient information about the scheme. Staff told us that they were adequately prepared by way of training given before the scheme commenced.

Parents, children and staff were clear about what the service provided. This is because there was a comprehensive Statement of Purpose in place along with a handbook for parents which included the policies and procedures for the scheme. Children were closely involved in deciding what they did during the scheme and particularly in terms of the trips taken away from the scheme base.

Children and parents were actively involved in defining and measuring quality. This is because during the final week of the scheme both parents and children were canvassed for their views by way of questionnaires. The PiC then produced an end of scheme evaluation which went to the RI. This evaluation framed the planning for the following year's provision. It also identified resources needed to be purchased.

Parents were confident that their children were safe. This is because the playscheme was well run and supported by a range of policies. We saw staff be very vigilant in recording attendance and regularly checked it during the course of the session. We noted that head counts were very frequent and the movement of children between the hall and outside area was very well monitored. Children were sensitively monitored when using the toilet which was outside the hall and along an adjacent corridor. Contractors were on site during the operation of the playscheme and the staff were seen to be very aware and quick to respond to any visitor or unknown figure.

Children experienced a consistent service. This is because staff were experienced in working in the scheme and used their experience from past years to improve the provision. A key factor was that children were consulted and their views were readily sought. The programme of activities was well planned and offered the children variety. There was a weekly swimming session alongside visits to the local park for National Play Day; the super tubes in Ebbw Vale and a planned cinema trip. During the final week of the scheme a talent contest and party was planned in conjunction with the sister playscheme Penyrheol.

## Quality of environment

Overall we found that children were cared for in an appropriate area for the ages and numbers attending the playscheme. The lower school hall offered a good space for art and craft alongside games such as table football and snooker. The outdoor space was limitless as the children had the use of a semi enclosed grassed area immediately outside the hall and also the playing fields and soccer pitch.

Children were cared for in an environment which mainly suited their needs. This is because the playscheme operated from a school setting and therefore there was very limited access for the general public. The space provided allowed for the children to follow their interests and a range of activities including cooking were possible indoors. The outdoor area allowed for the children to be outside the hall and within easy reach of toilets. When children went to the playing fields they were accompanied by staff and closely monitored for comings and goings. There was an issue on the day of inspection with the lack of running hot water as contractors were on site undertaking works. The PIC had got round this by providing antibacterial gel and wipes for children and staff and we saw these used and children reminded to use them. This was a temporary situation but one which should be monitored with appropriate actions taken to reduce the risk of infection.

Children could explore freely. This is because the sessions were child led and children had free access to the outdoors. If a child wanted to follow a particular interest in or outdoors then they could do so as there were sufficient staff to enable this. We saw children play in pairs and small groups outside the hall with skate boards and scooters. They enjoyed travelling down the ramp close to the hall. The range of activities indoors meant that children could move around easily between them.

Children's wellbeing was promoted. This is because there was a good range of toys and facilities to cater for all age groups. We saw the youngest children particularly enjoy the two sand trays placed in the hall. Outside they liked to roll down the hill on the playing field. Children told us that they enjoyed the weekly swimming sessions and the trips out. These trips were limited to forty four children and worked on a first come first served basis. If a child did not get on a trip one week they had priority the following week so that all children had fair access to the trips.

Parents were confident that the premises were safe. This is because there was a sound signing in and out system for parents of children under eight years of age. We noted that staff were very vigilant when children moved away from the hall base and when they were outside. Head counts were frequent. We noted that any broken equipment was removed from use. Children were reminded not to run in the hall or play ball games. There was a constant awareness of how one's actions impacted on others.





**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.

- **Focussed 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. Focussed inspections will always consider the quality of life of people using services and may look at other areas.

Baseline and focussed 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.