



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

Castleton Playgroup

Marshfield Road
Marshfield
Newport
CF3 2UW

Type of Inspection – Baseline Inspection

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Summary

About the service

Castleton Playgroup is a sessional day care setting which runs five days a week for two separate sessions mornings and afternoons, during term time. It takes place in purpose built premises in the grounds of Marshfield Primary School, between Newport and Cardiff. It is registered to care for 26 children under the age of 8 years.

What type of inspection was carried out?

This was a scheduled, baseline inspection, which was unannounced and took place in the morning. We looked at all four themes and the methodology used included the following:

Written information from the pre inspection documentation which included Self Assessment of Service Statement, (SASS) and Annual Data Collection.

We (CSSIW) spoke to the person in charge, staff and children.

Direct observations of activities and interactions of staff and children.

Questionnaires received from parents using the setting.

Looking at a sample of records and documents.

What does the service do well?

We did not identify any specific areas of excellence during this inspection, although we found areas of consistent good practise.

Half of the committee is made up of parents which ensures that parents have a say in the way the setting operates.

What has improved since the last inspection?

There were no recommendations made at the last inspection.

What needs to be done to improve the service?

There were no areas of non compliance identified at this inspection

There were some recommendations to achieve improvements which would clarify the service for the parents. The person in charge said that she would put these into place following the inspection:

Update Statement of Purpose to include complaints and reference to the way CSSIW deals with complaints.

Update the complaint policy and reference to the way CSSIW deals with complaints.

Quality of life

Overall we (CSSIW) found that the children's needs were at the centre of the service. They benefitted from a warm and respectful approach and were generally engaged in activities of their choosing. We saw that they were familiar with the routines of the session and had a good rapport with the staff.

Children have choice and the children had opportunities to choose where they played and had a free choice of activities within that area. After circle time and registration, we saw that the fire doors were opened at the rear of the room and the children excitedly clamoured to the foyer for their coats so that they could go outside to play. A few children chose to stay inside and take part in the wide range of activities provided for them inside.

Children experience well being and a sense of achievement and we saw that praise was given to the children throughout the session. The room was decorated with much of the children's work which was pleasantly displayed and included the children's comments made while they were doing the activity. These pictures and photographs would later be put into their special books as a record of their development and their time in the setting.

Children are able to access opportunities to learn, follow interests and develop skills. This is due to the wide range of activities available to the children in the setting. Out in the garden, the children learnt to pedal their trikes around the road way and to guide their bike over the bridge. We watched one child who had to be rescued as he had missed the bridge, and gone over the 'river', only to find that he could not pedal on the cobblestone type surface. Children in the playhouse were using torches to shine onto the roof as part of their Divali play. Inside the children decorated their Diva candle holders which they had previously made from self hardening clay. The inspection took place on the day of Bonfire Night and two staff, demonstrated in a very child friendly way how to handle sparklers safely.

Children benefit from a healthy diet and attention to nutrition and hydration. The children normally take fruit into the setting which they put into a basket in the foyer. Staff slice up a selection to share on each table at snack time. On the day of inspection, as it was bonfire night, the children had a small cup of tomato soup and a bread roll. The children enjoyed dunking their roll into the soup and then eating it. The person in charge showed us photographs of the children making their own soup as part of their harvest theme. They cut up frozen vegetables, which had thawed, so they were soft and also helped to blend the mixture after it had cooked.

The children develop relationships and feel recognised and valued by others. We saw the children playing well together and there was a good relationship with the staff. Some of the children walked in pairs around 'roadway' or sat in one of the shelters to colour or listen to a story. The quieter and more boisterous children benefit from small group activities such as the "One Step at a Time" programme, where they work in a small group and learn to take turns, share and take part in an activity.

Quality of staffing

Overall, we observed that the staff were comfortable in their roles and could see that they worked well together and with the children. The registered provider is the committee made up of representatives from Castleton Baptist Church and parents of children attending. The person in charge is qualified to Level 3 Diploma in Childcare, Learning and Development and has experience in caring for pre school children.

Children and parents feel confident in the care received because carers are competent and confident in meeting their particular needs. This is because the parents complete an 'All About Me' form before their child starts in the setting. The person in charge told us that parents were invited to an introductory session with their child. The staff were experienced and there was evidence of up to date First Aid and Child protection/Safe guarding Awareness. Staff had also taken a basic Welsh course and we saw them using some incidental Welsh in the setting.

Children enjoy being cared for by motivated carers who are appreciated and want to make a positive difference to children's lives. We saw that the children had a key worker, who sees to each child's individual needs. The children had small group activity times to enhance their development and skills. Staff were seen to work well together as a team and they all knew their role within the group. Staff files were available for inspection and formal appraisal last took place in February 2013. Suitable references were in place for staff.

Care giving is relaxed because there are sufficient staff for the number of children attending. We saw that staff spoke to the children at their level and mostly sat on the child sized chairs so that the children could communicate with them easily. Children were familiar with staff and we saw that they easily approached them if they needed help or wanted their attention.

Quality of leadership and management

Parents can be reassured that their children are safe because the service was well run. Administration systems were well organised and all of the required records were being maintained. We saw that contracts and accident records were countersigned by the parent.

Children and parents expectations about what the service says it provides are matched by their experience. This is because an information booklet is given to all parents when their child starts at the group. We saw that this gives an in-depth picture of the provision. In order to provide clarity for parents, a summary should be compiled. This will be the Statement of Purpose as required by the National Minimum Standards, which includes all of the information required in NMS 1.2. The person in charge agreed to do this following the inspection.

Parents using the service are actively involved in defining and measuring the quality of the service and the group completed a quality of care report in September 2013, which was available to us at the inspection. We received two questionnaires from parents using the service as part of this inspection. Comments included: *'Overall we are very happy with the provision, which includes helpful and kind staff as well as the development my children have made there.'* And *'The staff and playgroup are excellent. I feel confident my child is in a happy, stimulating and caring environment.'*

Parents can be confident their children are safe because the provision is well run, with due care and attention to minimum standards and regulations. This is because there are policies in place to cover all of the National Minimum Standards. Parents are made aware of the policies of the setting when their child starts. Policies on Complaints procedure need to be updated to ensure that they comply with new legislations. The group have received no complaints regarding their child care practices in the last year.

Children experience an improving service which they can rely upon. This is because the children generally attend the setting for two years before they start school and the staff get to know the children well. Parents are invited to consultation during the year and from January to May, parents are invited to have a session with their children. We saw large topic books showing the wide range of topics covered during the year. Staff attend training and workshops through the local authority and put their new knowledge into practice. The pebble and shell bags were evidence of this as staff had brought these back from a recent course using natural resources.

Quality of environment

The play group takes place in a purpose built premise in the grounds of the primary school. They have their own outdoor play area at the rear of the building with grass and tarmacked areas which the children use every day.

Children find the environment light, airy fresh and clean because there are windows and good lighting. We found that the premises were in a good state of repair and decoration. The walls were all decorated with children's work and photographs as evidence of the range of themes that the children have worked on. Displays were labelled and included children's comments made when they were doing the activity.

Children find it easy to do things for themselves because of thoughtful design and layout. There are several different areas of play in the main play room and the resources are all within the children's reach. We saw the children moving freely between the different areas of play. The computer/book room is used for quiet activities and small group activities, where the children have fewer distractions. The toilets are off the main play room and the children are able to use these independently. The outside play area is accessed through the fire door, enabling the children to have free flow in and out.

Children's wellbeing is promoted because of the range of toys, facilities and equipment provided to meet their particular needs. There are long and short term plans in place which are based on the children's development. The premises are suitable for a disabled child and there is a ramp from the fire door into the garden.

Parents can be confident that the premises are physically safe for their child and risk assessments are in place and are reviewed every year. Children's personal information is securely kept in locked cabinets in the kitchen. We saw that fire drills had taken place every term and a log was maintained, together with a comment regarding the outcome of the drill.

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.