



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

Lots of Tots (Canolfan Maerdy)

New Road
Tairgwaith
Ammanford
SA18 1UP

**Type of Inspection – Focussed
Date of inspection – 18th July 2013
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Summary

About the service

Lots of Tots (Canolfan Maerdy) provides full day care, and the setting is situated in a large single story building with an enclosed outside play area. The Nursery uses one section of the building.

The Day Nursery is registered for 46 children aged 0 to 8 years. This is divided into 12 children 0 – 2 years, 16 children 2 –3 years, 6 children aged 3 -5 years and 12 children aged 5 -8 years of age.

The responsible individuals are Leonard Preece and Regina Clayton. Kathryn Lewis was the person in charge on the day of inspection but was due to go on maternity leave. Emily Stewart will be acting manager until her return.

This was a scheduled focussed inspection.

What type of inspection was carried out?

- One unannounced inspection
- Gathering information from the self assessment of service document
- Direct observation of activities, interactions and procedures.
- Discussion with the person in charge and staff.
- Inspection of selected documents as detailed within this report.

What does the service do well?

What has improved since the last inspection?

The nursery has applied for, and has been granted, an increase in the number of children between the ages of 5-8 years who attend the Nursery out of school hours.

A finance officer has been employed.

A new vehicle has been purchased to transport children to and from school

What needs to be done to improve the service?

The Registered Person was issued with a non-compliance notice with regards to the following regulations, as detailed in the Child Minding and Day Care (Wales) Regulations 2010:-

- **Regulation 28 (5) (a) (ii), Suitability of workers** – by failing to ensure that all staff checks are in place prior to commencing staff employment. This is because we saw one staff file which did not have any references or a police check relevant to the Nursery.

Good practice recommendations include:

- Parents should be asked to sign the incident record relating to their child.
- The manager or deputy should sign the contract.
- The bin in the toilets requires a lid.

- The children's toothbrushes should be stored elsewhere
- Photographs of staff in the hallway should be updated.
- The statement of purpose should be available in Welsh.
- The quality of care report requires more detail.
- The outside play area is still waiting to be re-surfaced.

Quality of life

Children have a good quality of life where they are positively occupied, stimulated and encouraged to be active and to explore at Lots of Tots (Canolfan Maerdy).

We (CSSIW) saw children engaged in various activities. The children aged over 2 years were eating toast and having a drink of milk at the table where they were encouraged by staff to use manners when asked if they would like some more. Once finished children were encouraged to stack their empty cups. Staff were supportive whilst still ensuring that children's independence was promoted.

Once finished and the tables were cleaned the children were encouraged to play with play dough where staff sat with them and chatted to the children about what they were making. The nursery had an animal theme and children were encouraged to make animals from their play dough. We noticed one child was very quiet at the table, and we saw staff moving chairs to sit next to her and include her more fully in the activity, supporting her to use the tools.

One child was unsettled due to the extreme hot weather so staff encouraged him to play with the water trough where she poured water over his hands and wrists to 'cool him down' He enjoyed playing in the water with the pouring toys. Another child left the table to join him.

The over 2's room was a large room with an array of toys in dedicated areas to encourage imaginative play, physical play and to encourage children to have free choice and staff were seen to be supporting and encouraging the children during play. Although the environment was structured it was not controlled, children were free to move from one area of play to another and able to choose activities or toys of their choice. The activities and toys were easily accessed by the children in shelves and cupboards at child height.

The under 2's room was well fitted with toys and the younger children were seen being supported by staff in a caring manner to keep the children occupied. We saw these children also being offered toast and drinks. Within the same area but separated by a wooden gate, was a quiet area where children could rest or sleep.

We saw staff in both rooms talking kindly to the children, praising and cuddling them. They spoke in both English and Welsh to ensure all the children could understand what was being said. The children were settled and at ease with staff.

The children had a sense of achievement; this is because staff gave praise at every opportunity. The children were praised for their efforts and for completing tasks.

The Nursery implemented the 'Design to Smile' initiative, ensuring children brushed their teeth at the nursery after lunch, and that they were following the health and sustainable pre-school initiative. Meals were delivered from a local café in insulated boxes and dietary needs were catered for.

We looked at two children's files and found them to be satisfactory. We did however recommend that parents sign the incident forms and that the manager or deputy sign the child's contract on behalf of the Nursery.

Children experience warmth and belonging. It was evident that the children present had developed good relationships with the staff and were well settled and very comfortable in their care.

Quality of staffing

This was not the area of focus at this inspection, which was to look at the quality of life for children using the Nursery and not at the quality of staffing.

We can not be wholly confident that the children are looked after by staff who are suitable for the post as not all checks had been received before staff commence employment. This is explained more fully under the next section: Quality of Leadership and Management.

Quality of leadership and management

The focus of this inspection was to look at the quality of life for people using the service and not on the quality of leadership and management.

However when looking at some staff files, we found the Nursery was not conducting robust recruitment checks for one individual. This person had been employed without references and a police clearance from the Nursery, although she did have a previous police check from February this year from another organisation. As such we have issued a non-compliance notification with this report. We told the manager that this person was not to continue working until all checks have been received.

As this would have an impact on the nursery, the manager was requested to submit an application for exceptional circumstances to allow this staff member to continue to work at the Nursery. Prior to the publication of this report this has been received along with three references for the individual, a declaration stating no offences have been committed since the last police check, and conformation that a new police check has been applied for. The decision was granted for the staff member to continue to work on a supervised basis until such time as the police check is received.

We were informed that the manager will be shortly going on maternity leave. Arrangements are in place for the deputy manager to act up into this post, with support from a senior member of staff acting in a deputy capacity.

We were given an up to date statement of purpose, which we recommended should be translated to Welsh. We were also forwarded a quality of care report, which needs to include more detail.

This area will be looked at more fully at future inspections.

Quality of environment

The focus of this inspection was to look at the quality of life for people using the service and not on the quality of leadership and management.

We did have a tour of the premises from the manager and the following good practice recommendations were made:

to provide a lid for the dustbin,

to update the staff photographs situated in the main corridor,

to store the toothbrushes outside the toilet area.

We noted that the outside play area was still waiting to be re-surfaced.

Children can be confident that the environment is a warm, inviting and stimulating place for people to play and learn.

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.