



Inspection Report

Cylch Meithrin Llannon

**Ysgol Gynradd Llannon
Llannon
Llanelli
SA14 6AE**



Date Inspection Completed

10/03/2023

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About Cylch Meithrin Llannon

Type of care provided	Children's Day Care Sessional Day Care
Registered Person	Tamsin Owens
Registered places	24
Language of the service	Welsh
Previous Care Inspectorate Wales inspection	12 December 2017
Is this a Flying Start service?	No
Does this service provide the Welsh Language active offer?	The service provides an 'Active Offer' of the Welsh language. It anticipates, identifies and meets the Welsh language and cultural needs of people who use, or may use, the service.

<u>Well-being</u>	Good
<u>Care and Development</u>	Adequate
<u>Environment</u>	Adequate
<u>Leadership and Management</u>	Adequate

For further information on ratings, please see the end of this report

Summary

Children have a strong voice and they communicate happily. Children feel safe and settled in the setting. They enjoy interacting with their peers and with staff and make decisions about how to spend their time exploring the play environment. Their independence skills are developing appropriately.

Staff are competent and support children to have effective play and learning experiences. They have an understanding of how to keep children safe and healthy, and have completed their training. They know the children well and plan and offer activities which cater for the children's individual interests and needs. Staff follow the setting's policies and procedures but they need to develop next steps for the children so that they can develop effectively.

The people running the Cylch Meithrin provide an adequate environment where children are free to move around the premises confidently. The resources and provision are age-appropriate and well-maintained. However, improvements need to be made to some elements of safeguarding and health in order to ensure that the environment is fully safe and secure.

The leadership and management are satisfactory on the whole, and the people running the Cylch Meithrin and the person in charge make proactive improvements to the setting. They have many effective policies and procedures and many aspects of the setting are managed appropriately. However, we have provided three areas for improvement and seven recommendations for improving the setting.

Children communicate happily as their wishes and needs are considered carefully. They are given good opportunities to make choices and decisions about what affects them. On arrival, children are given the freedom to choose their play and explore tables and mats where a range of resources and toys have been set out for them. Children have a strong voice and they can move around freely and return to the same activity. For example, activities such as painting and dough are left out throughout the session, and children enjoy the opportunity to go back and forth.

Children feel safe and happy. They cope very well with being separated from their parents and they have a sense of belonging. They are very familiar with the morning routine and they know what to do and where to go in response to staff's directions. For example, they tidy up, wait in line to go the toilet, or fetch water from their personal drawers confidently. The children's feelings are acknowledged and valued. For example, during circle time, individual children are given attention and support, including cuddles, if they wish. During snack time, children discuss what their parents have prepared for them and feel completely at home in the staff's company. When preparing to go home, children discuss who's coming to collect them and bid a warm goodbye to their peers.

The interaction between the children themselves and with staff is consistent, with many of them communicating happily. Many children are active and enjoy watching each other and taking part in things together. They are given a lot of freedom to explore the indoor environment, and they show respect towards property and towards each other on a consistent basis. They follow rules that affect them and others. For example, they wait patiently for others before circle time, and share resources amiably.

Children enjoy their play and they can choose to follow their instincts and individual interests. Although children are restricted to playing with the resources set out for them, they are aware of the range available in storage and ask for specific resources, which are duly provided. Children choose to take part in activities which leads to a good sense of enjoyment. For example, children play with crockery and enjoy preparing tea for their friends. Children are under no time pressure to complete activities.

Children are given age-appropriate opportunities which promote their individual development. They are independent and can do things for themselves confidently. For example, wearing their coats, washing their hands after going to the toilet, and returning fruit boxes and water to their individual bags. They are given opportunities to solve problems, develop creatively and experiment. For example, during group play with the parachute, children love trying to keep the ball on the material and work together to achieve this.

Staff understand most of the policies and implement them consistently. They promote healthy lifestyles, physical activities, safety and the children's personal well-being. Staff manage risks effectively every day on an ongoing basis and are conscious of their own safety and children's safety. Accident and incident logbooks are completed and medication administration records are kept. However, these were not fully consistent. Safeguarding is prioritised and staff have a detailed understanding of their responsibilities to protect children. Daily routines are communicated clearly reinforcing the importance of hand-washing after going to the toilet and before snack time. Staff manage ratios effectively, particularly when children leave the main playroom to go to the toilet. In the toilets, children are supported to take their turn and then wash and dry their hands. They are praised when they complete and follow these practices independently. There are clear cleaning and hygiene practices and procedures in place. For example, before and after snack time, staff clean the tables. Although the nappy-changing procedure was not observed, they keep a record book but this was not fully completed.

Staff interact consistently and they try to ensure that they promote the Welsh language whilst respecting the children's home language. However, the Welsh language was not a strong feature of the daily routine. The interaction between the staff and the children demonstrates warmth and kindness. They are sensitive to the needs and experiences of individual children and are good role models. Staff establish firm practices to develop the children's understanding of good and consistent behaviours. They ensure that the children are given opportunities to hear questions during circle time or activities and are given experiences and support to respond and offer their own ideas. For example, "*Pa gân chi moen canu? Beth i ni'n neud nesaf? Beth mae pawb yn cael heddiw?*" Staff are conscious of the need to remind children of their needs. For example, "*Ti moen y tŷ bach? Na – ti'n siŵr?*" and "*ti ishe dŵr?*"

Staff are experienced, competent and knowledgeable, and they have a good understanding of child development and how this affects their learning experiences. They are aware of diversity issues and promote the children's rights. They promote the children's independence by encouraging them to collect their fruit boxes and water flasks independently before sitting down together at the table. Staff know the children very well and offer wide-ranging learning experiences. They keep a record of children's preferences which is integrated into the planning process. Staff give detailed attention to this process and a planning book identifies themes and ideas for the term's activities. For example, the current theme was 'The Very Hungry Caterpillar' and there was clear evidence of purposeful activities linked to a number of learning areas such as language, numeracy, understanding of nature and the world, colours and shapes. However, there was no evidence of observations or children's interests in their files to link to the planning process in order to establish the next steps in the children's individual development.

The people running the Cylch Meithrin have satisfactory measures and policies in place to ensure that everyone is aware of their responsibilities to ensure the children's safety and welfare. On the whole, they try to ensure that the indoor environment is safe and in an acceptable condition. The children were not seen using the outdoor area. The person in charge has established basic cleaning routines that reflect satisfactory hygiene practices. They have adequate infection control practices and minimise any risks to the children's health and safety. Risk assessments are completed and reviewed. However, there were no clear dates to demonstrate the full process. There are fire drills and procedures along with fire provision and equipment which are serviced and recorded regularly. The premises provide a good level of security and the main premises are kept locked at all times. As a result, children have the freedom to move around their indoor learning areas independently. However, in the hall where the Cylch Meithrin is based, chairs were seen stacked highly which posed a risk to children. Consequently, this is an area for improvement and while no immediate action is required, we expect the provider to take action.

There are current safety certificates, for example electricity tests, and the person in charge maintains the correct documentation such as a visitors book, children's register and staff signing-in record. The temperature in the hall, where the Cylch Meithrin is based, did not meet the National Minimum Standards which poses a risk to the children's health and safety. Similarly, the Cylch Meithrin does not have a direct telephone preventing parents and external agencies from making contact.

The person in charge provides a welcoming and friendly setting and an adequate environment for play and learning. The main room promotes the children's independence as the person in charge prepares the space reasonably carefully to allow children to have the best possible experiences. The internal environment also provides an area where confidential paperwork can be stored securely.

The person in charge provides a range of good resources to stimulate the children's curiosity. Wide-ranging resources are set out and further resources are kept in storage, in order to rotate resources for children. The resources and toys are of a high standard and are appropriate to the children's ages and stages of development. For example, jigsaws, painting resources, dough, boards and chalk, small world, farm animals, dolls, numbers, blocks and bikes.

Leadership and Management

Adequate

The people running the Cylch Meithrin and the person in charge share their vision with the staff, parents and service users. They do so by providing clear policies and a statement of purpose which reflect the setting. These are reviewed. However, the dates of annual reviews must be recorded, along with signatures. The person in charge shows an understanding of regulatory responsibilities and on the whole, keeps well-organised paperwork such as certificates, information and records. There is also evidence of minutes of weekly planning meetings and minutes of committee meetings which show that the staff and the committee collaborate and communicate effectively in order to ensure the Cylch Meithrin's progress and success. The people running the Cylch Meithrin did not inform CIW of the Cylch Meithrin's closure days or staff changes. While no immediate action is required this is an area for improvement and we expect the provider to take action. The person in charge manages numbers and staff to children ratios accurately and supervises the children well.

The people running the Cylch Meithrin and the person in charge evaluate the care appropriately and make improvements following the process. They complete an annual quality of care report and collate the views of parents, children and staff.

The person in charge and the staff work openly and very effectively. They have developed a collaborative relationship which allows them to use their skills and strengths to ensure that the children in their care are given purposeful and happy experiences. The people running the Cylch Meithrin have an effective induction system. However, they did not have fully-completed staff files. Nonetheless, since the visit, the files have been completed to meet the regulations. Similarly, the people running the Cylch Meithrin do not regularly follow an appropriate appraisal and supervision process. While no immediate action is required this is an area for improvement and we expect the provider to take action.

The people running the service and the person in charge have good partnerships with the school where the Cylch Meithrin is based, along with strong and effective links with support officers. Staff said that they had settled quickly in the setting and that they feel that they are given support to develop and attend ongoing training. The parents said that they are very happy with the Cylch Meithrin and that the staff are pleasant and provide loving care to their children. Parents were complimentary about the way in which information is shared and said that their children had settled quickly and were very happy.

Recommendations for compliance with the National Minimum Standards

Add R1. R2 etc and the required wording manually These are not regulations but national minimum standards.

Summary of non-compliance

Status	What each one means
New	This non-compliance was identified at this inspection.
Reviewed	Compliance was reviewed at this inspection and was not achieved. The target date for compliance is in the future and will be tested at next inspection.
Not Achieved	Compliance was tested at this inspection and was not achieved.
Achieved	Compliance was tested at this inspection and was achieved.

We respond to non-compliance with regulations where poor outcomes for people, and / or risk to people’s well-being are identified by issuing Priority Action Notice (s).

The provider must take immediate steps to address this and make improvements. Where providers fail to take priority action by the target date we may escalate the matter to an Improvement and Enforcement Panel.

Priority Action Notice(s)

Regulation	Summary	Status
N/A	No non-compliance of this type was identified at this inspection	N/A

Where we find non-compliance with regulations but no immediate or significant risk for people using the service is identified we highlight these as Areas for Improvement.

We expect the provider to take action to rectify this and we will follow this up at the next inspection. Where the provider has failed to make the necessary improvements we will escalate the matter by issuing a Priority Action Notice.

Area(s) for Improvement

Regulation	Summary	Status
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25	During the inspection episode of 3/3/23 and 10/03/23 adult sized chairs were found to be stacked in columns of 5/6 chairs in the main school hall and left on a slight ledge/ridge in front of the windows, where children liked to look outside. The setting is run from the main school hall. This was deemed to be hazardous to children and the people who run the setting had not taken steps to ensure that the chairs were stored safely.	New
29	During the inspection episode of 3/3/23 and 10/03/23 we found that the people who run the setting had not carried out regular staff supervisions and had not completed annual staff appraisals correctly.	New
31	As a result of a failed inspection on 17.02.23, we found that the people who run the setting had not notified CIW that the setting would be closed on this day. During the inspection episode of 3/3/23 and 10/03/23 we found that the people who run the setting had not notified CIW of staff leaving the setting and the employment of new staff at the setting.	New

Where we find the provider is not meeting the National Minimum Standards for Regulated Child Care but there is no immediate or significant risk for people using the service, we will highlight these as Recommendations to Meet National Minimum Standards.

We expect the provider to take action to address these and we will follow these up at the next inspection.

National Minimum Standards	
Standard	Recommendation(s)
Standard 11 - Medication	Ensure that in the event of needing to administer medication to child, that the documentation is completed and signed correctly.
Standard 10 - Healthcare	Ensure that all nappy changing records are completed consistently in line with the setting's policy and procedures.
Standard 4 - Meeting individual needs	Staff to develop levels of confidence to communicate with children in Welsh in order to support the setting's vision of Welsh medium provision.
Standard 7 - Opportunities for play and learning	Ensure that children are observed and that what they do and how they progress is recorded to help plan for next steps for the children's play, learning and development.
Standard 5 - Records	Ensure that all risk assessments and policies are signed as and when required to demonstrate the update/review process.

Standard 22 - Environment	Ensure that the main room is maintained at a temperature of at least 18 degrees Centigrade (65 degrees Fahrenheit).
Standard 22 - Environment	Ensure that there is access to a telephone (direct line to the Cylch Meithrin) so that parents and other external organisations have direct contact with the setting.

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.

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