



# Inspection Report

**Catwg After School Club**

**Catwg Primary School  
Main Road  
Cadoxton  
Neath  
SA10 8BL**



**Date Inspection Completed**

09/01/2024

**Welsh Government © Crown copyright 2024.**

*You may use and re-use the information featured in this publication (not including logos) free of charge in any format or medium, under the terms of the Open Government License. You can view the Open Government License, on the National Archives website or you can write to the Information Policy Team, The National Archives, Kew, London TW9 4DU, or email: [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk)  
You must reproduce our material accurately and not use it in a misleading context.*

## About Catwg After School Club

Type of care provided	Children's Day Care Out of School Care
Registered Person	Kelly Davies Emily John
Registered places	40
Language of the service	English
Previous Care Inspectorate Wales inspection	9 January 2024
Is this a Flying Start service?	No
Does this service promote Welsh language and culture?	This service does not provide an 'Active Offer' of the Welsh language and does not demonstrate a significant effort to promoting the use of the Welsh language and culture.

<u><a href="#">Well-being</a></u>	<b>Good</b>
<u><a href="#">Care and Development</a></u>	<b>Good</b>
<u><a href="#">Environment</a></u>	<b>Good</b>
<u><a href="#">Leadership and Management</a></u>	<b>Adequate</b>

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

### **Summary**

Children are happy, settled and enjoy their time at the club. They develop positive relationships with staff and other children. Children are confident to make choices. They are enthusiastic and interested in their play and enjoy a good range of engaging opportunities both indoors and outdoors.

Overall, staff follow the safeguarding policies and procedures of the club to ensure they keep children safe and healthy. They interact and engage with children positively. Staff provide a range of play activities, suitable for the age and stage of development of children. They respect children's choices and support them in their play.

Leaders ensure they care for children in a safe and secure environment. There is plenty of indoor and outdoor space for children to move about freely and independently. Children have access to furniture, equipment, and an appropriate selection of toys and materials that are suitable for their needs.

Leaders promote good outcomes for children. They have a range of policies and procedures to support the running of the club. However, a number of these do not reflect current practice or legislation and some aspects of paperwork do not fully meet regulations. Leaders engage positively with CIW and are acting swiftly on improvements needed.

Children are content and settled at the club. They have a strong voice and make many decisions about how they spend their time. They confidently initiate games and activities such as football or drawing and know they can ask staff for the things they need or want. For example, a child asked for another scooter from the storage shed when all the ones out were in use.

Children enjoy their time at the club and arrive ready to play. They are very familiar with the club and its routines. Older children tell staff when they arrive, and all children respond quickly to a recognisable and established call for attention when staff need to speak to them all. This helps children to develop a strong sense of belonging which contributes positively to their well-being.

Children interact and behave very well. Nearly all children are happy to play alongside or with each other. They make strong relationships with staff and each other chatting together easily and confidently as they play. Children are interested in the things they choose to do and spend extended periods engaged in activities.

Children enjoy choosing from a good range of activities and resources and play with enthusiasm and engagement. We saw groups engage in playing football, building with construction toys, and making cards at the craft table. We also saw children request to play a whole group game with staff towards the end of the session, which all the children still at the club joined in with enthusiastically.

Children can learn and develop from the varied and interesting opportunities provided for them. They develop social skills as they play together as well as individual skills as they draw, build, or run about outside. Children develop independence and self-help skills well. They manage their own belongings and personal care needs such as washing hands before snack. They are encouraged to choose their own snack, butter their own crackers, and tidy up after themselves.

## Care and Development

Good

Staff follow the health and safety procedures in place effectively to ensure the well-being of children. They manage children's arrival and departure well to ensure they account for them, recording times children arrive and leave. There are suitable systems in place to manage and record accidents, incidents and any medication administered. Staff give children safety messages such as to not use the section of the playground that still has ice on it. Staff follow good hygiene procedures when preparing and serving food. They clean tables before and after use and wear appropriate personal protective equipment to help minimise the risk of cross contamination. There are sufficient staff with paediatric first aid training. Staff understand their responsibility to protect children and there is a useful flow chart to support them with reporting procedures for any concerns. Leaders provide a substantial healthy snack for children with choices that include crackers, rice cakes and a variety of fruits and vegetable. Staff ensure children have regular opportunities to play outside in the fresh air giving them good opportunities to be active.

Staff manage children's interactions well, helping them to cooperate and learn social skills. They are good role models, speaking calmly and respectfully to children and each other to create a relaxed and friendly atmosphere. Staff greet children warmly when they arrive. They chat with them as they play and respond appropriately to discussions or requests for toys and resources or help and support. They supervise children well.

Staff provide responsive care and get to know children well. They meet children's needs effectively taking their interests and requests into account when planning their provision. Their approach is to provide a play-based environment where children can choose to engage in activities that appeal to them either with friends or on their own. Staff promote children's play well and, as a result, provide children with opportunities to develop and learn, including through large group activities if requested. We did not hear any Welsh used during our inspection visit. However, leaders told us they do use some Welsh phrases and words and are currently encouraging more use of Welsh throughout the club. They support children to develop independence and organise the session so that children can make choices throughout. Snack is a relaxed time without unnecessary waiting or queuing. As a result, sessions run smoothly and calmly.

**Environment****Good**

Leaders ensure the premises are safe and secure both inside and outside. A secure entry system is in place to the main school, with visitors signing in and out at both the school reception and the after-school club. Written risk assessments are in place which helps to reduce or eliminate potential hazards and keep children safe. However, these are variable in their approach and a few lack some detail. Since the inspection visit, leaders have confirmed they are reviewing and revising them. Staff carry out some daily environmental checks such as recording fridge temperatures and visually check other areas such as the garden and toilets. Since the inspection visit, leaders have introduced a new recording system for daily and periodic checks. Leaders ensure they carry out and record regular evacuation drills so that children know what to do in an emergency. They told us they have plans to extend these drills to include storm and lockdown situations and have provided us with a template for this since the inspection visit. The club is based in the school hall, the school carries out all appropriate safety checks such as fire and electrical tests.

The club operates in a large hall which is light and bright and provides ample space for children to move about freely and play. They have use of canteen style tables and seating and set up activities daily. There is lockable storage for club records and a range of storage units in the hall that allow children independent access to a variety of resources. Children know they can ask for anything that is not accessible. Leaders provide large bean bags for children to rest on if they wish. Children can independently access suitable school toilet facilities close to the hall. Staff have use of kitchen facilities to allow for appropriate preparation of food. Children can access secure school grounds directly from the playroom. The outdoor areas provide for an interesting range of play spaces that include a hard playground, climbing equipment, grass areas and a woodland area. The club shares some outdoor resources with the school.

Leaders ensure children have access to a good range of toys, craft materials and learning resources that are appropriate for a range of ages. Resources are available in sufficient quantity to ensure children have a variety to stimulate their interest. A few resources reflect cultural diversity.

## Leadership and Management

Adequate

Leaders have a good vision for the club. They work well with staff to provide a play-based setting that children enjoy attending. Leaders have a range of policies and procedures in place to cover the running of the club. However, a number of these do not contain relevant or up to date guidance and some do not fully meet regulations. For example, the complaints policy lacks some detail required by regulations and there is no statement regarding procedures to follow should a child not be collected from the club. Additionally, the safeguarding policy lacks details and does not take account of the Wales Safeguarding Procedures. As a result, leaders do not always fully record relevant details of concerns that may be raised although they fully understand their responsibility to protect children and report any concerns they may have. While no immediate action is required, this is an area for improvement, and we expect the provider to take action. Since the inspection, leaders have confirmed they have begun to review their policies and procedures pack using a national early year's advisers' guidance to help them. Leaders have a Statement of Purpose in place which is largely compliant and which they have recently updated. We found that leaders had not notified Care Inspectorate Wales (CIW) of recent staff changes or historically of a safeguarding report they had made. Settings are required by regulation to provide CIW with information about certain events. While no immediate action is required, this is an area for improvement, and we expect the provider to take action.

Leaders complete useful regular reviews of the quality of their care. They seek and consider the views of children and parents through questionnaires and, informally, of staff. Leaders use the review to identify areas for improvement in the club.

Overall, leaders follow safe recruitment procedures to ensure staff are suitable to work with children. They carry out the required identity checks, but staff files sampled did not contain a record of these checks and one file did not have a full work history. Leaders carry out periodic development meetings with staff. However, this is not a fully effective system for staff supervision and appraisal. While no immediate action is required, these are areas for improvement, and we expect the provider to take action. Staff we spoke to told us they enjoy working at the club and feel supported. Many staff are well qualified in childcare, playwork or both. Leaders strive to ensure they enable staff to keep up to date with mandatory training.

Leaders and staff have a good relationship with the school and work with a relevant national organisation to support their development. They collect relevant information about children before they attend the club to ensure they can meet individual needs. Leaders keep parents up to date through verbal feedback and email. They also use an electronic reporting app during holiday club. Parents we spoke to gave very positive feedback about the club and told us their children love attending. Leaders engage positively with CIW and have confirmed actions they are taking to bring about improvements.





### Summary of Non-Compliance

Status	What each means
<b>New</b>	This non-compliance was identified at this inspection.
<b>Reviewed</b>	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.
<b>Not Achieved</b>	Compliance was tested at this inspection and was not achieved.
<b>Achieved</b>	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
------------	---------	--------

22	The provider must ensure they draw up a suitable safeguarding policy that contains full and relevant information to support them and staff to implement all aspects of it.	New
31	The provider must ensure they notify CIW of events as set out in regulation.	New
29	The provider must ensure they provide staff with effective supervision and appraisal that allows them to develop in their professional role.	New
28	The responsible individuals must ensure they record all checks carried out to satisfy themselves of a persons identity and suitability before a person commences their employment with them.	Not Achieved

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 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 7 - Opportunities for play and learning	Develop the use of Welsh.
Standard 18 - Quality assurance	Review and revise all policies, procedures and paperwork to ensure they effectively support the running of the club and fully meet regulations.

Ratings	What the ratings mean
<b>Excellent</b>	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.
<b>Good</b>	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.
<b>Adequate</b>	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.
<b>Poor</b>	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.

### Was this report helpful?

We want to hear your views and experiences of reading our inspection reports. This will help us understand whether our reports provide clear and valuable information to you.

To share your views on our reports please visit the following link to complete a short survey:

- [Inspection report survey](#)

If you wish to provide general feedback about a service, please visit our [Feedback surveys page](#).

**Date Published** 25/03/2024