

Staff Meeting – Preparing for an inspection.

Hayley's script

Kelly to open, explain agenda for today's meeting and ask for introductions

Introduce myself after Ryan

Thanks Ryan,

Good afternoon, everyone, my name is Hayley Severs and alongside being a Nurse assistant, I am also the setting's wellbeing officer.

The role of a well-being officer is to promote the physical, social and emotional well-being of not only the children in our care, but also our staff, and the children's wider family. Although my role is cross curricular, there is a particular emphasis as part of the curriculum for funded non maintained settings to support children to be healthy and confident individuals who are preparing to live fulfilling lives as members of their communities (Education Wales, 2022).

Alysha....

Kelly to introduce our data collection method and give a bit of information on questionnaires, Followed by me.

There are many positives to using paper questionnaires to gather feedback.

The professional Association for childcare and Early years (PACEY, 2023) suggests that using paper questionnaires may be a convenient method of gaining feedback from parents and carers for many settings. Many of our families may be daunted by the idea of completing digital forms, furthermore, the use of paper forms reduces the

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risk of technical challenges, such as user error or server outage which may be a problem with digital platforms (Laho, 2019 and Pacey, 2023.)

Others to do their bit, follow After Ryan. Kelly to introduce me.

Thanks Kelly

Section 16 of the Child Minding and Day Care (Wales) Regulations 2010 states that all registered childcare providers must complete at least one quality of care review annually to assess the quality of their service, This is backed up by Standard 18, (Quality) of the National Minimum Standards for Regulated Childcare (Welsh Government, 2023).

This review, of which 25% is focused on wellbeing, is a self-reflective evaluation as part of Self-Assessment of Service Statement (SASS), which allows us to identify the quality of our provision ensuring we can strive for the highest standards of care contributing to high wellbeing outcomes (Care inspectorate Wales (CIW), 2018) Furthermore, where children are supported in high quality settings with a focus on holistic wellbeing, studies suggest there is an increase in social, emotional and educational attainment (Tayler, 2015).

I'm sure you are all aware that wellbeing will also form a part of our upcoming inspection, and we will of course be graded on this area. The inspector will use a SOF12 observation , where they observe up to 5 children during their visit to asses how happy and comfortable the children are here, looking at areas such as to what extent the child has a voice, how happy, safe and valued the children feel, their interactions with both other children and us as staff and how much they are enjoying their time at the setting (CIW, 2024). I will of course forward the inspection and

ratings guidance to you all for your information. But please try not to worry too much about the upcoming inspection, as research already shows a decline in the mental wellbeing of early years practitioners since the Covid 19 pandemic, this decline is more prevalent during the time leading to inspection (Pacey, No date). If any of you feel you need support with this, please bring this up during supervision or wellbeing session or you can come to myself at or your manager Kelly at any time. Also the Anna Freud (no date) website has a range support and guidance as well as links to outside support.

Additionally, to support the wellbeing of children at the setting, Care inspectorate Wales (2022) have created a storybook called 'Our Nursery' to help prepare the children for upcoming inspections, which I would encourage staff to make use of. I have left bilingual copies of the book in the staffroom for staff to access.

One of the points in our last inspection was that although our outdoor area is utilised it would be good to make the space more accessible. Having looked back on previous quality of Care reviews, I can see that this is something that has been mentioned and we have made it a priority for improvement under not only the wellbeing section, but also the care and development and the environment sections of our review and are actively working towards a truly inclusive free access outdoor play area in line with article 23 and 31 of the United Nations Convention for the Rights of the Child (UNICEF UK, 2024).

Studies are beginning to show that having prolonged access to outdoor spaces not only increases wellbeing in children but also academic attainment (McCree, Cutting, and Sherwin, 2018. Pimlott-Wilson and Coates, 2019. Tiplady, 2018. Tiplady, and

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Menter, 2020), this is not only the case for children, but evidence also suggests that being outdoors can reduce stress for adults too (Pearson and Craig, 2014).

Therefore, I do believe that if we can work towards having a free access outdoor area, we will be promoting the health and well being of everyone at the setting as set out by the Well-being of Future Generations (Wales) Act 2015.

Using the quality-of-care review as reflective tool to plan for improvements helps create a planning cycle which allows for a well-constructed flow between observation, reflection and planning. This process does not need to be formal, however utilising the review alongside previous inspections and the voice of the children gives us the tools for effective planning (Barber and Paul Smith, 2010)

Moving forward with getting the space ready, Myself and Kelly have been working together to apply for the Children in need (no date) project costs Grant, to ensure we have the funding to achieve this. And I know our Health and safety officer Ryan, as well as Keira our ALNco have been working closely together to research equipment and break out areas to ensure our space is both safe and accessible. Alysha as safeguarding officer has also been overseeing outside staff and volunteers who have been supporting the work on developing the space. This collaborative leadership and management not only draws on every member of staff's strengths but enhances practice, improving quality and promoting better wellbeing outcomes for the children in our care (Garvis *et al.* 2016).

Thank you, I'll pass you back to Kelly

Alysha to go next

Kelly to close meeting

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