

Mae'r templed hon hefyd ar gael yn Gymraeg /  
This template is also available in Welsh

# Quality of Care Review Template: Self evaluation to support Self Assessment of Service Statement (SASS) part two

## Quality of Care Review – Your self evaluation

Self evaluation is important in helping you to consider how best to create, maintain, and improve your service so that it:

- meets the highest standards of safe, quality childcare and play
- offers the best experience for children
- contributes to children's well-being outcomes.

Your service's Quality of Care Review also fulfils your legal duty under regulation 16 of the Child Minding and Day Care (Wales) Regulations 2010.

### When to use this template

You can use this template to complete your self evaluation and record your Quality of Care Review for 2016-17. The template can be downloaded and saved to your personal computer and/or other portable devices such as tablets.

You will be required to upload this template using CSSIW Online (<https://online.cssiw.org.uk/>) to support your SASS Part 2.

Before completing this form please read:

A guide for completing the child minding, daycare and open access play Quality of Care Review available on our website ([www.cssiw.org.uk/self-assessment](http://www.cssiw.org.uk/self-assessment)).

Once you have completed this template it should be uploaded using CSSIW Online (<https://online.cssiw.org.uk/>).

## About the template

The template is in two parts:

**Part A** tells us what those who use the service think of the quality of the provision you offer.

**Part B** gives you an opportunity to evaluate your provision and judge how well you view your service is doing.

**Questions you will wish to consider in your evaluation:**

- What do you do well?
- How do you know?
- What is the benefit to children?
- What is it you want to improve?
- How will you measure improvements?

**Rating your service** – use the same judgements as the inspectors to rate your service against each of the four themes of the inspection framework

(<http://cssiw.org.uk/providingacareservice/our-inspections/how-we-inspect-childcare-and-play-services/?lang=en>).

## Part A: Service details and views of those who use the service

This section must record:

- the views of the children who attend your service and those of their parents or carers
- the views of other professionals who may work with you, such as local authority advisers/ development workers for Flying Start or Foundation phase education, Family Information Services health professionals; children's centre staff and any other childcare provision
- details of any quality assurance scheme you participate in.

Please include examples of the ways in which you seek views, numbers involved, a summary of the responses, and any action you have taken to improve as a result of those views.

## Methods of collecting views

Maximum 500 words

## Numbers involved

Maximum 500 words

## Summary of responses

Maximum 500 words

## Action to improve as a result of people views

Maximum 500 words

## Part B: The quality and standard of provision

This part of the template covers:

### Your service evaluation

This is where you set out:

- your strengths
- any areas for improvement
- the actions you propose to tackle them
- how they will be monitored and
- how you will measure success.

### Self Assessment Rating

It is important to have your own judgement to rate how well you are doing in the areas of:

- Well-being
- Care and Development
- Environment
- Leadership and Management.

Please see the four ratings below used by us to inform your assessment of your practice.

**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 improvements outweigh strengths and there are significant examples of non-compliance that impact negatively on children's well-being.

## 1. Well-being

This is about the progress different groups of children are making, taking into account their age, development and needs. It is about how your service is contributing to children's well-being, helping them to have a voice, develop their skills and become independent and confident.

### Questions you will wish to consider:

- What do you do well?
- How do you know?
- What is the benefit to children?

# Service Evaluation

Maximum 500 words

**Questions you will wish to consider:**

What is it you want to improve?

How will you measure improvements?

**Your priorities for improvement**

Maximum 500 words

## Your assessment

My practice is: (Select one box only)

**Excellent:** my practice is exemplary

**Good:** my practice is strong

**Adequate:** my practice requires improvement

**Poor:** my practice requires significant improvement

## 2. Care and development

This is about how responsive practitioners are in meeting children's needs – how they help children feel emotionally secure and ensuring children are physically, mentally and emotionally healthy. It is also about ensuring that children are being developed and build relationships with other children, become self-aware, confident and are achieving good well-being.

### Questions you will wish to consider:

- What do you do well?
- How do you know?
- What is the benefit to children?

## Service Evaluation

Maximum 500 words

**Questions you will wish to consider:**

What is it you want to improve?

How will you measure improvements?

**Your priorities for improvement**

Maximum 500 words

## Your assessment

My practice is: (Select one box only)

**Excellent:** my practice is exemplary

**Good:** my practice is strong

**Adequate:** my practice requires improvement

**Poor:** my practice requires significant improvement

## 3. Environment

This section is how you ensure that the physical environment you provide is of good quality and meets the needs of the children using your service.

### Questions you will wish to consider:

- What do you do well?
- How do you know?
- What is the benefit to children?

## Service Evaluation

Maximum 500 words

**Questions you will wish to consider:**

What is it you want to improve?

How will you measure improvements?

**Your priorities for improvement**

Maximum 500 words

## Your assessment

My practice is: (Select one box only)

**Excellent:** my practice is exemplary

**Good:** my practice is strong

**Adequate:** my practice requires improvement

**Poor:** my practice requires significant improvement

## 4. Leadership and management

This section is about the effectiveness of your leadership and management; or if you are a child minder how well you organise your service. It covers:

- meeting the requirements of the Welsh Government National Minimum Standards (<http://cssiw.org.uk/docs/cssiw/publications/160303regchildcareen.pdf>) and other government requirements e.g. Building for a Brighter Future (<http://gov.wales/docs/dcells/publications/130716-building-brighter-future-en.pdf>)
- self evaluation and improvement planning
- performance management and professional development
- safeguarding
- developing children and contributing to their well-being
- your vision for the service
- management and development of practitioners
- partnership working.

### Questions you will wish to consider:

- What do you do well?
- How do you know?
- What is the benefit to children?

## Service Evaluation

Maximum 500 words

**Questions you will wish to consider:**

What is it you want to improve?

How will you measure improvements?

**Your priorities for improvement**

Maximum 500 words

## Your assessment

My practice is: (Select one box only)

**Excellent:** my practice is exemplary

**Good:** my practice is strong

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**Poor:** my practice requires significant improvement

## Any further comments you wish to include

Maximum 500 words

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Maximum 500 words

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Maximum 500 words

# Declarations

CSSIW intend to share the information you have provided with Welsh Government Officials for the purposes of research.

For more information on this, please see our Fair Processing Notice: (<http://cssiw.org.uk/terms-and-conditions/how-we-use-your-information/?lang=en>).

Please select the box if you do not consent to the information being shared.

If you consent to CSSIW sharing your information, please select the box if you are willing to be contacted by Welsh Government officials, or those working on their behalf, in relation to research being undertaken by the Welsh Government.

## Please complete the following declaration:

I certify that the information I have provided is true and accurate to the best of my knowledge and belief and reflects the service at the date of submission. I understand that knowingly making a statement that is false or misleading may lead to enforcement action being taken by CSSIW.

Title

(Responsible Individual/Registered Person)

Signature

We will accept a typed-in name as your signature

Date