

Quality Policy and Procedures for Brent Play Association

Approved by the Trustees of Brent Play Association

A paper copy of this policy is kept Middlesex House.

An electronic copy of this policy is available on the Brent Play Association website.

A copy of this policy has been made available to the persons listed below, who are responsible for circulating this policy as appropriate to interested parties.

-job applicants, employees, parents, children, community organisations, trustees, members of the association, schools, before and after school clubs, play schemes, and the general public

By virtue of fully completing this Quality Policy and Procedures, Brent Play Association has ensured that it remains legible and is fully identifiable.

This policy will be reviewed annually.

This policy should be considered as part of a set of policies that include, amongst others:

Child protection

Health & safety

Equal opportunities

Recruitment

Data protection

Customer care

The Environment

Definitions

For the purposes of this document, the following terms apply:

Senior management is defined as the directors, officers and senior managers of the organization.

Quality aspects are the elements of Brent Play Association's activities, products and services that can be measured against a series of defined desired outcomes. Quality impacts are the changes to the continuous improvements that result from Brent Play

Association's Quality aspects.

Policy Statement

Brent Play Association is committed to the development of quality in all aspects of the services which it provides.

This policy sets out how the organization will manage, monitor, measure and otherwise be accountable for its ongoing quality of performance.

In the implementation of this policy, Brent Play Association will adhere to the requirements of relevant local, national and international law pertaining to the provision of Play Services and will identify and in measuring the quality impacts of the organization will ensure that this policy kept up to date in line with those requirements.

Brent Play Association is committed to providing services and processes to facilitate the development of children and young people. Brent Play Strategy states:

'We will invest in our children and young people to secure their inclusion and achievement, ensuring they have access to the best possible life chances. Every child deserves the best possible start in life, with access to good health care, a secure home environment and quality child care and play services.

Existing systems and processes are reviewed in order to identify areas for quality improvement.

Children and parents/carers are involved in these processes through the use of questionnaires and surveys in which they are able to provide feedback about our Services.

Other Quality assessment processes used by Brent Play Association:

The law and regulation

Self- assessment processes (e.g. EYFS)

Osted inspection processes

Clear play aims and values

Providers / Team / Assessors Meetings

Reflective Playwork practice

Workforce development

Policy and Procedures development and review

City and Guilds external verification visits and reports

Other data gathering such as

Play audits

Demographic details of local communities

Links with other community organisations

Through these systems and processes we aim to:

- meet the play needs of every child, irrespective of gender, religion, background or origin, or individual capacities and abilities
- work towards ensuring that as many children as possible have access to good quality integrated play provision
- recognise the importance of health and safety balanced against opportunity for risk-taking in the design and management of play areas, bearing in mind that children will use the whole environment
- develop and manage all of the above in partnership with the local community, statutory agencies, and interested private individuals.

Through the use of quality performance evaluation procedures and key performance indicators, Brent Play Association will seek continual improvement in its performance.

This will be achieved through the proper implementation of its management systems and processes.

The design, development and management of the quality management system, and its related procedures and indicators, are the responsibility of senior management, who will 'cascade' all relevant information to others in the organisation.

The Quality management system

The Quality management system shall cover the entire scope of the organisation and shall include:

Customer care / parental satisfaction processes

Gathering data from parents regarding their needs and requirements in terms of child care, play opportunities, day respite for children who have special needs, and other areas of children's play services.

Support for all out of school provision in the Borough, through a variety of methods, including newsletters, meetings, training, mentoring and special events.

Assistance with Ofsted requirements

Assistance with EYFS

Advising on Every Child Matters

Needs-led provision of before /after school and holiday play schemes
Mobile Play schemes in parks and open spaces across the Borough
The newly regenerated Stonebridge Adventure Playground facility
The John Lyon narrow boat
The Playwork NVQ Assessment Centre: training and development opportunities
Recruitment of Play workers to the Play register system: CRB, referencing etc
Retention of Play workers through a network of organisational support, training development, peer mentoring, appraisals, and performance reviews.

Quality Impacts / Key Performance Indicators

Increased access to good quality play opportunities for children in all areas of the Borough

Raised awareness of the importance and value of play in the healthy development of children

The involvement of local communities in the development of new Play opportunities and initiatives

Increase in the choice and availability of play opportunities through the impact of initiatives such as the Brent Play Mobile Project

The implementation of the Brent Play Strategy, its review and revisions for 2009-2019

The involvement of all supervised settings in the available infrastructure support Including quality assurance processes, training and development, auditing provision, providers meetings and special 'play events'

Through the implementation of this policy, Brent Play Association will set a leading example of good quality management in the local area.

It is the responsibility of Play managers to ensure that this policy is implemented throughout the organization.

It is the responsibility of the Senior Play Manager to ensure that this policy is properly maintained and up to date.

Signed: _____

Signed on behalf of Brent Play Association by:

Print name: _____