

QUALITY IMPROVEMENT TOOLKITS

Clybiau Plant Cymru Kids' Clubs has extensive experience in supporting the development, quality, sustainability and governance of Out of School Childcare Clubs.

clybiauplantcymru.org

[Social media links](#)

Out of School Club Assessment (OSCA)

This self-review tool helps improve Out of School Childcare settings' quality, governance and sustainability and supports their Quality of Care Review for Care Inspectorate Wales (CIW). It identifies strengths, areas for development, and highlights support needs across 6 key childcare business areas (regulation, financial, governance, management and staff, training and quality and marketing). With support from CBDOs, the setting can develop a detailed Action Plan, which can also be used as supporting evidence for the annual Quality of Care Review, and receive links to useful resources.

[Further information](#)

Safeguarding Health Check

The Safeguarding Health Check supports settings in identifying any gaps within their safeguarding provision. Completed across three key areas – Policies, Procedures, and Good Practice – the Health Check includes a series of questions relating to safeguarding arrangements for both children and staff. Upon completion, settings will receive a copy of their completed Safeguarding Health Check together with a detailed Action Plan. This outlines any missing documentation, identified training needs, and provides links to relevant resources and useful websites to support ongoing improvement.

Anti Racism Audit Toolkit

The Anti-Racism Audit Toolkit* supported by Childcare Business Development Officers, enables settings to reflect on and build a whole-setting anti-racist approach, helping all children to feel welcome, confident in who they are, develop a sense of belonging, and have equal opportunities to thrive in settings. The audit comprises questions around 6 key principles and an action plan grid to plan next steps in the short, medium, and long term. This process supports the Welsh Government's ambition to make Wales anti-racist by 2030 and embeds equality, inclusion, wellbeing, and continuous improvement throughout practice.

[Further information](#)

* Developed by Mudiad Meithrin alongside DARPL.



Equality, Diversity and Inclusion (EDI) Health Check

The EDI Health Check was developed alongside the Safeguarding Health Check to support Level 5 learners in evaluating the processes and practices within their settings, and in assessing how effectively EDI is embedded throughout their provision. In response to our learning on anti-racism and the introduction of DARPL training, CPCKC recognised the importance of further developing the EDI Health Check into a resource that helps to strengthen equality, diversity, equity and inclusion across all Playwork provision.

[Equality, Diversity and Inclusion \(EDI\) Hub](#)

The Welsh Promise

As part of CWLWM, Clybiau Plant Cymru Kids' Clubs recognises the importance of developing the Welsh language and is proud of taking an active role in contributing to the Welsh Governments target of 1 million Welsh speakers by 2050. The **WELSH PROMISE** is a way for childcare and play settings to increase their use of Welsh and demonstrate their work towards the Active Offer by breaking the work down into manageable bite-sized sections, preventing overwhelm.

[Further information](#)

Marketing Needs Analysis

Childcare Business Development Officers can support settings to complete a marketing needs analysis and provide Clubs with a tailor-made action plan. They can also provide support to create their own logo and give access to social media templates enabling them to market their club in a fun and engaging way along with tips around using each form of social media in different ways.

[Further information](#)

Cashflow Forecasts

Childcare Business Development Officers can support Out of School Childcare Clubs to develop cashflow forecasts, helping them to predict income and expenditure and give an overview of their business expectations for the year. Helping them to calculate staff wages and holiday entitlement, fees, attendance levels and break-even points, it will enable them to check whether they are on course financially or whether they need to take corrective action.

The process will support long-term sustainability.

Training Needs Analysis

This supports clubs in addressing recruitment and retention challenges by identifying training needs, developing personalised training plans, and ensuring settings have appropriately qualified Playwork staff to meet registration requirements.

[Further information](#)

PECYN CYMORTH GWELLA ANSAWDD

Mae gan Clybiau Plant Cymru Kids' Clubs brofiad helaeth o gefnogi datblygiad, ansawdd, cynaliadwyedd a llywodraethu Clybiau Gofal Plant All-Ysgol.

clybiauplantcymru.org

[Dolenni cyfryngau cymdeithaso](#)

Asesiad Clybiau All-Ysgol (OSCA)

Mae'r offeryn hunanasesu hwn yn helpu i wella ansawdd, llywodraethu a chynaliadwyedd lleoliadau Gofal Plant All-Ysgol, ac yn eu cefnogi gyda'u Hadolygiad Ansawdd Gofal ar gyfer Arolygiaeth Gofal Cymru (AGC). Mae'n nodi cryfderau, meysydd i'w datblygu, ac yn tynnu sylw at y cymorth sydd ei angen ar draws chwe maes busnes gofal plant allweddol (rheoleiddio, cyllid, llywodraethu, rheolaeth a staffio, hyfforddiant ac ansawdd, a marchnata). Gyda chymorth gan Swyddogion Datblygu Busnes Gofal Plant (CBDOs), gall y lleoliad ddatblygu Cynllun Gweithredu manwl, y gellir ei ddefnyddio hefyd fel tystiolaeth ategol ar gyfer yr Adolygiad Ansawdd Gofal blynyddol, yn ogystal â chael dolenni i adnoddau defnyddiol.

[Gwybodaeth Bellach](#)

Prawf Iechyd Diogelu

Mae'r Prawf Iechyd Diogelu yn cefnogi lleoliadau i nodi unrhyw fylchau yn eu darpariaeth diogelu. Wedi'i gwblhau ar draws tri maes allweddol — Polisiâu, Gweithdrefnau ac Arfer Da. Mae'r Prawf Iechyd Diogelu yn cynnwys cyfres o gwestiynau sy'n ymwneud â threfniadau diogelu ar gyfer plant a staff. Ar ôl ei gwblhau, bydd lleoliadau yn derbyn copi o'u Prawf Iechyd Diogelu, ynghyd â Chynllun Gweithredu manwl. Bydd hyn yn amlinellu unrhyw ddogfennau sydd ar goll, anghenion hyfforddi a nodwyd, ac yn darparu dolenni at adnoddau a gwefannau perthnasol i gefnogi gwelliant parhaus.

Pecyn Cymorth Gwrth-Hiliaeth

Mae'r Pecyn Archwilio Gwrth-Hiliaeth*, gyda chefnogaeth Swyddogion Datblygu Busnes Gofal Plant, yn galluogi lleoliadau i fyfrio ar ddull gwrth-hiliol ar draws y lleoliad cyfan ac i'w ddatblygu, gan helpu pob plentyn i deimlo'n groesawus, yn hyderus yn pwy ydynt, i ddatblygu ymdeimlad o berthyn, ac i gael cyfleoedd cyfartal i ffynnu mewn lleoliadau. Mae'r archwiliad yn cynnwys cwestiynau ynghylch chwe egwyddor allweddol, ynghyd â grid cynllun gweithredu i gynllunio'r camau nesaf yn y tymor byr, canolig a hir. Mae'r broses hon yn cefnogi uchelgais Llywodraeth Cymru i wneud Cymru yn wrth-hiliol erbyn 2030 ac yn ymgorffori cydraddoldeb, cynhwysiant, llesiant a gwelliant parhaus ym mhob agwedd ar ymarfer.

[Gwybodaeth bellach](#)

* Wedi'i ddatblygu gan Mudiad Meithrin ynghyd â DARPL.



Prawf lechyd Cydraddoldeb, Amrywiaeth a Chynhwysiant (EDI)

Mae'r Prawf lechyd Cydraddoldeb, Amrywiaeth a Chynhwysiant (EDI) wedi'i ddatblygu ochr yn ochr â'r Prawf lechyd Diogelu i gefnogi dysgwyr Lefel 5 i werthuso'r prosesau a'r arferion yn eu lleoliadau, ac i asesu pa mor effeithiol y mae EDI wedi'i ymgorffori drwy eu darpariaeth. Mewn ymateb i'n dysgu ar wrth-hiliaeth a chyflwyniad hyfforddiant DARPL, roedd Clybiau Plant Cymru Kids' Clubs yn cydnabod pwysigrwydd datblygu'r Prawf lechyd EDI ymhellach yn adnodd sy'n helpu i gryfhau cydraddoldeb, amrywiaeth a chynhwysiant ar draws pob darpariaeth gwaith chwarae.

[Cydraddoldeb, Amrywiaeth a Chynhwysiant \(EDI\)](#)

Yr Addewid Cymraeg

Fel rhan o CWLWM, mae Clybiau Plant Cymru Kids' Clubs yn cydnabod pwysigrwydd datblygu'r Gymraeg ac yn falch o gymryd rôl weithredol wrth gyfrannu at darged Llywodraeth Cymru o sicrhau 1 miliwn o siaradwyr Cymraeg erbyn 2050. **MAE'R ADDEWID CYMRAEG** yn ffordd i leoliadau gofal plant a chwarae gynyddu eu defnydd o'r Gymraeg a dangos eu gwaith tuag at y Cynnig Gweithredol drwy rannu'r gwaith i mewn i ddarnau bach, hylaw sy'n haws eu rheoli, gan atal teimlo'n llethol.

[Gwybodaeth bellach](#)

Dadansoddiad Anghenion Marchnata

Gall Swyddogion Datblygu Busnes Gofal Plant gefnogi lleoliadau i gwblhau dadansoddiad o anghenion marchnata a darparu cynllun gweithredu wedi'i deilwra i glybiau. Gallant hefyd ddarparu cymorth i greu eu logo eu hunain a rhoi mynediad at dempledi cyfryngau cymdeithasol, gan eu galluogi i farchnata eu clwb mewn ffordd hwyliog a deniadol, ynghyd ag awgrymiadau ar sut i ddefnyddio pob math o gyfryngau cymdeithasol mewn ffyrdd gwahanol.

[Gwybodaeth Bellach](#)

Rhagolygon Llif Arian

Gall Swyddogion Datblygu Busnes Gofal Plant gefnogi Clybiau Gofal Plant All-Ysgol i ddatblygu rhagolygon llif arian, gan eu helpu i ragweld incwm a gwariant a rhoi trosolwg o'u disgwyliadau busnes ar gyfer y flwyddyn. Drwy eu helpu i gyfrifo cyflogau staff a hawliau gwyliau, ffioedd, lefelau presenoldeb a phwyntiau adennill costau, bydd hyn yn eu galluogi i wirio a ydynt ar y trywydd iawn yn ariannol neu a oes angen iddynt gymryd camau cywiro.

Byddai'r proses hon yn cefnogi cynaliadwyedd hirdymor.

Dadansoddiad Anghenion Hyfforddi

Mae hyn yn cefnogi clybiau i fynd i'r afael â heriau recriwtio a chadw staff drwy nodi anghenion hyfforddi, datblygu cynllun hyfforddi wedi'i deilwra, a sicrhau bod gan leoliadau staff gwaith chwarae â chymwysterau addas i ddiwallu gofynion cofrestru.

[Gwybodaeth Bellach](#)