Provider Information to be published

The following information relates to information CIW held about this provider and its associated services on the 31st March 2024.

This section has been completed for you. There are no actions to complete. This information displayed will be included in the published Annual Return.

Provider name:		NANT-Y-FOEL CYFYNGEDIG	
The provider was registere	ed on:	21/12/2018	
The following lists the provider conditions:	There are no imposed conditions assoc	ssociated to this provider	
The regulated services delivered by this provider	Cartref Bryn yr Eglwys		
were:	Service Type	Care Home Service	
	Type of Care	Adults With Nursing	
	Approval Date	21/12/2018	
	Responsible Individual(s)	Meryl Welsby	
	Manager(s)	Meryl Welsby	
	Maximum number of places	30	
	Service Conditions	There are no conditions associated to this service	

Training and Workforce Ranning	
Describe the arrangements in place during the last financial year for identifying, planning and meeting the training needs of staff employed by the service provider	Staff training is completed according to individual professional de velopment requirements. Staff have to complete a number of Cor e or mandatory training such as Fire Safety, Infection Control, Ma nual Handling, Mental capacity and Safeguarding. Staff are also r equired to complete additional training in subjects related to their work (food safety, prevention of falls, etc.). Professional developm ent is discussed during bi-monthly supervisions
Describe the arrangements in place during the last financial year for the recruitment and retention of staff employed by the service provider	We have been experiencing significant difficulties in recruiting loc al staff and after placing adverts on job site Indeed and social me dia we few or no applicants. The Care Home holds a sponsorship licence and we are now recruiting oversees staff for both nursing and health care positions. We have recently submitted application s for two sponsorship visas for healthcare assistants and we are c urrently wait for a response from the Home Office

Service Profile

 Service Details

 Name of Service
 Cartref Bryn yr Eglwys

 Service Telephone Number
 01690770384

 What is/are the main language(s) through which your service is provided?
 Welsh Medium and English Medium

 Other languages used in the provision of the service
 no other languages

F	eople Supported		
	How many people in total did the service provide care and support to during the last financial year?	46	

Fees Charged

The minimum weekly fee payable during the last financial year?	1100	
The maximum weekly fee payable during the last financial year?	1100.00	
If you wish to add further detail or comment regarding the scale of		
charges please do so below		

Complaints

Number of active complaints outstanding	0
Number of complaints upheld	0
Number of complaints partially upheld	0
Number of complaints not upheld	0
Total number of formal complaints made during the last financial year	0
What arrangements were made for consulting people who use the service about the operation of the service during the last financial year?	we conducted a number of audits and focus group to ascertain se rvice users opinion and preferences. Most recent meal audit was completed on 2/6/23 resulting in two new dishes been added to th e menu as per feedback received. A focus group was conducted on 22/10/23 concluding that the service users were happy with th e service, meals and staffing levels. Our service users are encouraged to make choices regarding wh at to wear, where to spend their day , choice of meals and afterno on activities

Service Environment

How many bedrooms at the service are single rooms?	30
How many bedrooms at the service are shared rooms?	0
How many of the bedrooms have en-suite facilities?	25
How many bathrooms have assisted bathing facilities?	16
How many communal lounges at the service?	4
How many dining rooms at the service?	1
Provide details of any outside space to which the residents have access	We have an outdoor bench at the front of the Home . We have a patio accessible through french-doors provided with a ramp for w heelchair access. On the patio there are seating facilities- a benc h, two chairs and outdoor table.
Provide details of any other facilities to which the residents have access	We have grass lawns at the front and back of the property

Communicating with people who use the service

Identify any non-verbal communication methods used in the provision of the service	
Picture Exchange Communication System (PECS)	No
Treatment and Education of Autistic and related Communication- handicapped CHildren (TEACCH)	No
Makaton	No
British Sign Language (BSL)	No
Other	No

The Responsible Individual must prepare the statement of compliance.

CIW have published guidance on completing the quality of care review which provides advice on what could be contained within the statement of compliance.

Set out your statement of compliance in respect to the four well-being areas below.

The extent to which people feel their voices are heard, they have choice about their care and support, and opportunities are made available to them.	Service users are involved in their care from the admission. A p re-admission assessment of the individual is carried out by either the Nurse Manager or by the Clinical Lead Nurse. The needs and care requirements , togeth er with likes, dislikes and preferences, are discussed with the in dividual, his next of keen and family members. An interview is facilitated with the Care Home cook, to ascertain specific dietary requirements, food allergies, preferences, likes and dislikes. A Care Plan Agreement is discussed and signed w ith the individual and with their family members, this document i s evidenced in all the nursing notes. They are informed of how t o access free wi-fi during their stay at the Care Home or have t heir own mobile or a laptop to maintain contact with their 'signifi cant others'. There is a library of tangible books at the Care Ho me which can be freely accessed by all residents . Individuals h ave a choice of meals, choice of where they want to spend the day, i.e.: in their bedrooms, in the communal lounge, in the quie t alcove by the front window or in the 'quiet lounge'. There is commercially installed WIFI around the building and individuals an
	d their families can have free access to the WIFI code. A number of risk assessment are completed upon admission in cluding mental capacity, risk of developing pressure sores, nutrition, continence, dependency. Dependency assessment will also include the abilities of the individual to maintain independence and perform their activities of daily living. From these assessments, individualised person-centred care plans are formulated for each of the service users, to opti mise their ability to maintain autonomy and maintain physical, m ental and emotional well-being. These care plans reflect individual's need s and also their choices and preferences.
	There is an active Welsh offer at the Care Home and the individ uals using the service can have its services through the medium of Welsh. Cartref Bryn yr Eglwys i s an integral part of the Welsh community and the individuals using the service can be cared f or by Welsh speaking staff whenever possible. Service users have a choice of recreational activities, offered d aily, between 2pm-3pm, such as quizzes, word search games, bingo, board games, painting, col ouring, signing and karaoke. All these activities are highly encouraged to avoid boredom, isolation an d to improve interest and social skills, but are optional and not ' forced' upon individuals in any way.

	Т
The extent to which people are happy and supported to maintain their ongoing health, development and overall wellbeing. For children, this will also include intellectual, social and behavioural development.	All individuals have their needs reviewed on an on-going basis. There are weekly GP visits organised. GP visits the Care Home on each Wednesday, to re view all individuals who need medical input. In the event of acute condition which cannot wait for the u sual GP visits, ad-hoc visits are arranged during the week by the duty nurse. The arrangement s in place for the weekly GP visits are as follow: a list with all ind ividuals requiring medical review is organised throughout the w eek, then emailed to the surgery on each Tuesday. This gives GP the opportunity to review individual's medical notes prior to t he review so a more comprehensive evaluation can take place during his visit to the Care Home. This arrangement also reduc es the need for ad-hoc GP visits. The Care Home works closely with the other medical profession als such as Tissue Viability specialist, Dietician, Dentist, Oral health nurse practitioner, Ophthalmologist, Audiologist, Foot practition er, Occupational Therapist, etc. Since 2022, the Care Home is participating in the new program me Gwên am Byth/A Lasting smile which is a national oral healt h improvement programme delivered by the Community Dental Services in Wales with the primary aim of improving oral health and hygiene for older people living in care homes. The essenti al aims of the programme are to ensure:-an up-to-date mouth c are policy is in place in each care home; staff are trained in mo uth care (including at induction) and the home keeps a register of training; residents have a mouth care assessment at appropri iate intervals to identify any changes that will impact on their or al health; the assessment leads to an individual care plan, desi qned to support routine good oral hygiene that is reviewed on a
	al health; the assessment leads to an individual care plan, desi
	gned to support routine good oral hygiene that is reviewed on a regular basis; and care homes are aware of how to ensure time
	ly access to appropriate dental care and treatment when requir ed.

The extent to which people feel safe and protected from abuse and neglect.	A robust recruitment process is in place for new staff which incl ude POVA first checks, DBS check, two references and mentor -ship induction. Regular training and updates are provided for
	all staff to
	ensure that all staff members are fully competent and qualified i
	n providing excellent care to the
	individuals using the service. Staff receive a range of mandator
	y and optional training, relevant to the
	needs of the individuals using the service. Staff's training and p
	erformance is continually being
	monitored through bi-monthly supervisions and annual apprais
	als.
	People are being cared for in a secure environment. All visitors
	to the Care Home must sign the
	visitors book and, if unknown to the Care Home staff, they must
	identify themselves before being
	allowed access into the building. The bedrooms are secured, b
	edroom doors are kept closed and the
	windows have a retainer which allows them to be opened only t
	o a depth of 30cm, according to
	Health and Safety policy. This prevents the entry of any intrude
	rs and safeguards the service users
	from accidental falls from the window.
	A range of policies such as Health and Safety, Infection prevent
	ion and Control, Safeguarding, Confidentiality, Mental capacity,
	ensures a clean and safe environment for the people using the
	service. Confidentiality policy ensures that all documentation rel
	ated to the service users is kept
	secure and confidential and the access to the individual nursin
	g notes is done only on a 'need to
	know basis. There is a Safeguarding policy in place and staff c
	omplete training in relation to safeguarding adults at risk. Safeg
	uarding training is a part of the Core, mandatory training and u
	pdated annually. There is also a Whistle-blowing policy and staf
	f feel confident in bringing any poor practices to the attention of
	the management, without the fear of being victimised or treated
	unfairly. People who are unable to make their own decisions regarding t
	1 0 0
	heir care and where to live, are subject to Deprivation of Liberty Safeguards (DOLS). Mental ca
	pacity is a part of the staff training module to ensure that those under DOLS have their needs met
	and are not at risk of harm or neglect. There are safe staffing I
	evels to ensure people receive timely support, according to thei
	r needs.
	For individuals who lack capacity and have no POA or NOK, the
	re is also evidence of timely
	referrals to advocacy services, with three of current service use
	rs benefiting from the services of a
	Personal Representative Person

The extent to which people live in accommodation that best	The Care Home has undergone extensive improvement works f
supports their wellbeing and achievement of their personal	or the past three months: 12 sets of
outcomes.	brand new bedroom furniture have been purchased . These 12
	bedrooms have been fully re-decorated
	with new flooring, paint, lamp shades and new curtains. The din ing room had new flooring, new
	curtains, new curtain poles and new paint. New flooring has bee n fitted to the communal areas, to 5
	bedrooms on the ground floor and recently, new flooring has b een installed on the front staircase. Four of the original bedroo
	ms have undergone a complete re-decoration with new floor, n
	ew bedroom
	furniture, new wallpaper, new sink, mirror and freshly paint. The
	corridors have all been painted recently. All the paint work was completed by a professional painter and decorator, thus ensuri
	ng a high quality of the paintwork.
	The feedback from the service user was very positive, one parti
	cular resident stating that he likes his bedroom furniture, floor a
	nd the fresh paint makes the room feel lighter and more spacio
	us. He said that he likes his bedroom very much and it feels like
	'his home' and has enough space for all of his 'artwork' jigsaw p
	uzzle games and colouring books. He said that staff are polite a
	nd respect his privacy by always knocking before entering his b
	edroom, which makes his bedroom even more as 'his own hom
	e'. Resident also said he's happy to be able to go down to the v
	illage and the staff are always accommodating and are making t
	ime to accompany him. Unfortunately, the village shop is now cl
	osed but a café was opened recently, where the 'chocolate hou
	se' used to be, which is within 10 minutes walking distance from
	the Care Home. Another service user and her family stated the
	y enjoy taking advantages of this café, whilst enjoying a cup of coffee and a slice of home-made cake.
	Service users have full use of the new terrace, where they can
	sit on the benches and admire the
	flowers displayed on the railing surrounding the terrace.
	The monthly, bilingual newsletter produced by the Care Home, distributed to all service users, and
	their families and posted in the local newspaper Odyn, helps th
	e service users to feel as an important
	part of the local community. The newsletter is also available in I
	arge print, if required.
	arge print, ir required.

The following section requires you to answer questions about the staff and volunteers working at the service.

Number of posts and staff turnover

The total number of full time equivalent posts at the service (as at	20
31 March)	

The following section requires you to answer questions about each staff type including information about the number of filled and vacant posts, the training undertaken, the contractual arrangements in place and the qualifications of those staff.

The information entered should relate to the period during which the staff member has been working for the provider only.

Staff Type	Service Manager	
	Does your service structure include roles of this type?	Yes
	Important: All questions in this section relate spe stated, the information added should be the posi	cifically to this role type only. Unless otherwise tion as of the 31st March of the last financial year.

	1
No. of posts vacant	0
Induction	0
Health & Safety	1
Equality, Diversity & Human Rights	1
Infection, prevention & control	1
Manual Handling	1
Safeguarding	1
Medicine management	0
Dementia	1
Positive Behaviour Management	0
Food Hygiene	0
Please outline any additional training undertaken pertinent to this role which is not outlined above.	-Syringe driver training -Donning/doffing -Fire safety -End of life training -Tissue viability training
Contractual Arrangements	
No. of permanent staff	1
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours) staff	0
Outline below the number of permanent and fixe	ed term contact stall by hours worked per week.
Outline below the number of permanent and fixe No. of full-time staff (35 hours or more per week)	1
	1
No. of full-time staff (35 hours or more per week)	1
No. of full-time staff (35 hours or more per week) No. of part-time staff (17-34 hours per week)	1 0
No. of full-time staff (35 hours or more per week) No. of part-time staff (17-34 hours per week) No. of part-time staff (16 hours or under per week)	1 0
No. of full-time staff (35 hours or more per week) No. of part-time staff (17-34 hours per week) No. of part-time staff (16 hours or under per week) Staff Qualifications No. of staff who have the required qualification to be registered with Social Care Wales as a Service	1 0 0
No. of full-time staff (35 hours or more per week) No. of part-time staff (17-34 hours per week) No. of part-time staff (16 hours or under per week) Staff Qualifications No. of staff who have the required qualification to be registered with Social Care Wales as a Service Manager No. of staff working toward required/recommended qualification to be registered with Social Care	1 0 0 1
No. of full-time staff (35 hours or more per week) No. of part-time staff (17-34 hours per week) No. of part-time staff (16 hours or under per week) Staff Qualifications No. of staff who have the required qualification to be registered with Social Care Wales as a Service Manager No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager	1 0 0 1
No. of full-time staff (35 hours or more per week) No. of part-time staff (17-34 hours per week) No. of part-time staff (16 hours or under per week) Staff Qualifications No. of staff who have the required qualification to be registered with Social Care Wales as a Service Manager No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager Deputy service manager	

Filled and vacant posts	
No. of staff in post	1
No. of posts vacant	0
Induction	0
Health & Safety	0
Equality, Diversity & Human Rights	0
Infection, prevention & control	1
Manual Handling	1
Safeguarding	1
Medicine management	1
Dementia	0
Positive Behaviour Management	0
Food Hygiene	0
	 who's role is to provide leadership for the care team (Registered Nurses and Health Care Assistants Clinical Lead Nurse has also the responsibility of a mpleting quality audits focusing on specific areas care provided, for example: number and frequence of falls, pressure sores, etc Additional training: Mental capacity Act, level 2 Syringe driver training Urinary catheterization Falls prevention Donning/Doffing Food allergies Anaphylaxis Hand hygiene
Contractual Arrangements	
No. of permanent staff	1
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours) staff	1
Outline below the number of permanent and fixe	ed term contact staff by hours worked per week.
No. of full-time staff (35 hours or more per week)	1
No. of part-time staff (17-34 hours per week)	0
No. of part-time staff (16 hours or under per week)	0

No. of staff working towards the required/recommended qualification	0
Nursing care staff	
Does your service structure include roles of this type?	Yes
Important: All questions in this section relate spe stated, the information added should be the pos	cifically to this role type only. Unless otherwise ition as of the 31st March of the last financial year.
Filled and vacant posts	
No. of staff in post	12
No. of posts vacant	2
Training undertaken during the last financial year Set out the number of staff who undertook releva provided is only a sample of the training that man can be added to 'Please outline any additional tr not outlined above'.	ant training. The list of training categories
Induction	5
Health & Safety	1
Equality, Diversity & Human Rights	0
Infection, prevention & control	12
Manual Handling	12
Safeguarding	12
Medicine management	0
Dementia	0
Positive Behaviour Management	0
Food Hygiene	3
Please outline any additional training undertaken pertinent to this role which is not outlined above.	-Falls prevention -Oral care -Mental capacity -pressure area care -food allergies -donning/doffing -Hand hygiene -Care decisions for End of Life care -End of Life workshop -2nd checker insulin -Skin care
Contractual Arrangements	
No. of permanent staff	12
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours) staff	0
Outline below the number of permanent and fixe	d term contact staff by hours worked per week.
No. of full-time staff (35 hours or more per week)	11
No. of part-time staff (17-34 hours per week)	1
No. of part-time staff (16 hours or under per week)	0
Typical shift patterns in operation for employed s	staff

Set out the typical shift patterns of staff employed at the service in this role type. You should also include the average number of staff working in each shift.	Typical shifts worked 07.00-19.00-5 08.00-20.00-5 20.00-08.00-2 09.00-14.00-1
Staff Qualifications	
No. of staff who have the required qualification to be registered with Social Care Wales as a social care worker	12
No. of staff working towards the required/recommended qualification	1
Registered nurses	
Does your service structure include roles of this type?	Yes
	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year.
Filled and vacant posts	
No. of staff in post	5
No. of posts vacant	0
Induction	1
Health & Safety	1
Equality, Diversity & Human Rights	0
Infection, prevention & control	5
Manual Handling	5
Safeguarding	5
Medicine management	0
Dementia	0
Positive Behaviour Management	0
Food Hygiene	0
Please outline any additional training undertaken pertinent to this role which is not outlined above.	Additional training: -Mental Capacity Act, level 2 -Syringe driver training -Skin care -Treat me fairly -Anaphylaxis -Adult Catheterisation -SCIP (Swallow care Intervention Pathway) -Donning/Doffing
Contractual Arrangements	
Contractual Arrangements No. of permanent staff	5
	5 0
No. of permanent staff	
No. of permanent staff No. of Fixed term contracted staff	0

-	
No. of full-time staff (35 hours or more per week)	4
No. of part-time staff (17-34 hours per week)	1
No. of part-time staff (16 hours or under per week)	0
Typical shift patterns in operation for employed	staff
Set out the typical shift patterns of staff employed at the service in this role type. You should also include the average number of staff working in each shift.	The shift pattern for Registered Nurses is 08.00-20 .00hrs and 20.00-08.00hrs. The average number of Registered Nurses on duty is as follows: Days 08.00-20.00-1,2 RNs 08.00-14.00-2 RNs Nights 20.00-08.00-1RN
Senior social care workers providing direct care	
Does your service structure include roles of this type?	No
Other social care workers providing direct care	
Does your service structure include roles of this type?	No
Domestic staff	
Does your service structure include roles of this type?	
type? Important: All questions in this section relate spe	
type? Important: All questions in this section relate spe stated, the information added should be the pos	ecifically to this role type only. Unless otherwise
type? Important: All questions in this section relate spe stated, the information added should be the pos Filled and vacant posts	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year.
type? Important: All questions in this section relate spectrum stated, the information added should be the post Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook releve provided is only a sample of the training that ma	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year.
type? Important: All questions in this section relate sports stated, the information added should be the post Filled and vacant posts No. of staff in post No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook releve provided is only a sample of the training that ma can be added to 'Please outline any additional to	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year.
type? Important: All questions in this section relate spectrum stated, the information added should be the pose Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook releve provided is only a sample of the training that may can be added to 'Please outline any additional to not outlined above'.	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year. 2 0 ar for this role type. ar for this role type. and training. The list of training categories ay have been undertaken. Any training not listed raining undertaken pertinent for this role which is
type? Important: All questions in this section relate sports stated, the information added should be the post Filled and vacant posts No. of staff in post No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook releve provided is only a sample of the training that ma can be added to 'Please outline any additional to not outlined above'.	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year.
type? Important: All questions in this section relate spectrum stated, the information added should be the post stated, the information added should be the post Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial years Set out the number of staff who undertook relever provided is only a sample of the training that mark can be added to 'Please outline any additional to not outlined above'. Induction Health & Safety	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year. 2 0 ar for this role type. rant training. The list of training categories ay have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0 0 0 0 0
type? Important: All questions in this section relate sports stated, the information added should be the post Filled and vacant posts No. of staff in post No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook releve provided is only a sample of the training that ma can be added to 'Please outline any additional to not outlined above'. Induction Health & Safety Equality, Diversity & Human Rights	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year. 2 0 ar for this role type. rant training. The list of training categories ay have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0 0 0 0 0 0 0 0 0 0 0 0 0 0
type? Important: All questions in this section relate spectrum stated, the information added should be the post stated, the information added should be the post Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial years Set out the number of staff who undertook releve provided is only a sample of the training that marcan be added to 'Please outline any additional to not outlined above'. Induction Health & Safety Equality, Diversity & Human Rights Infection, prevention & control	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year. 2 0 ar for this role type. rant training. The list of training categories ay have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0 0 0 0 0 2
type? Important: All questions in this section relate spestated, the information added should be the post Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial years Set out the number of staff who undertook relever provided is only a sample of the training that marcan be added to 'Please outline any additional the not outlined above'. Induction Health & Safety Equality, Diversity & Human Rights Infection, prevention & control Manual Handling	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year. 2 0 ar for this role type. rant training. The list of training categories ay have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0
type? Important: All questions in this section relate spectrates stated, the information added should be the post stated, the information added should be the post Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial years Set out the number of staff who undertook releve provided is only a sample of the training that marcan be added to 'Please outline any additional to not outlined above'. Induction Health & Safety Equality, Diversity & Human Rights Infection, prevention & control Manual Handling Safeguarding	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year. 2 0 ar for this role type. rant training. The list of training categories ay have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0 0 0 0 0 0 2 0 2 0 2 0 2 0 2 0 2 0 2 0 2
type? Important: All questions in this section relate sporstated, the information added should be the possection of the post stated and vacant posts Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial years Set out the number of staff who undertook releve provided is only a sample of the training that may can be added to 'Please outline any additional to not outlined above'. Induction Health & Safety Equality, Diversity & Human Rights Infection, prevention & control Manual Handling Safeguarding Medicine management	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year. 2 0 ar for this role type. rant training. The list of training categories ay have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 2 0 2 0 2 0 2 0 2 0 2 0 2 0 2 0
type? Important: All questions in this section relate spectrates stated, the information added should be the possibility of the information added to possible added to a sample of the training that matcan be added to 'Please outline any additional the information addition addition additionadditing additinformating th	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year. 2 0 ar for this role type. rant training. The list of training categories ay have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0

No. of permanent staff	2
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours)	0
staff	
Outline below the number of permanent and fixe	ed term contact staff by hours worked per week.
No. of full-time staff (35 hours or more per week)	1
No. of part-time staff (17-34 hours per week)	1
No. of part-time staff (16 hours or under per week)	0
Staff Qualifications	
No. of staff who have the required qualification	2
No. of staff working toward required/recommended	0
qualification	
Catering staff	
Does your service structure include roles of this type?	Yes
Important: All questions in this section relate spe stated, the information added should be the pos	ecifically to this role type only. Unless otherwise sition as of the 31st March of the last financial year.
stated, the information added should be the pos	
stated, the information added should be the pos Filled and vacant posts	sition as of the 31st March of the last financial year.
stated, the information added should be the post Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook relever provided is only a sample of the training that mage	ition as of the 31st March of the last financial year.
stated, the information added should be the post Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook relever provided is only a sample of the training that mark can be added to 'Please outline any additional to 'Please outline any additional to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the same can be added to 'Please outline any additional to the training the sam	2 0 ar for this role type. and training. The list of training categories by have been undertaken. Any training not listed
stated, the information added should be the post Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook releved provided is only a sample of the training that matcan be added to 'Please outline any additional to not outlined above'.	2 0 ar for this role type. ant training. The list of training categories by have been undertaken. Any training not listed raining undertaken pertinent for this role which is
stated, the information added should be the positive Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook relever provided is only a sample of the training that mark can be added to 'Please outline any additional to not outlined above'. Induction	2 0 ar for this role type. ant training. The list of training categories by have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0
stated, the information added should be the positive Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook releved provided is only a sample of the training that may can be added to 'Please outline any additional to not outlined above'. Induction Health & Safety	as of the 31st March of the last financial year. 2 0 ar for this role type. ant training. The list of training categories any have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0 0 0 0 0 0
stated, the information added should be the positive Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook relever provided is only a sample of the training that marked to 'Please outline any additional to not outlined above'. Induction Health & Safety Equality, Diversity & Human Rights	2 0 ar for this role type. ant training. The list of training categories by have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0 0 0
stated, the information added should be the positive Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook releved provided is only a sample of the training that matcan be added to 'Please outline any additional to not outlined above'. Induction Health & Safety Equality, Diversity & Human Rights Infection, prevention & control	as of the 31st March of the last financial year. 2 0 ar for this role type. ant training. The list of training categories ay have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0 0 0 0 0 0 2
stated, the information added should be the pos Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook relev provided is only a sample of the training that ma can be added to 'Please outline any additional t not outlined above'. Induction Health & Safety Equality, Diversity & Human Rights Infection, prevention & control Manual Handling	2 0 ar for this role type. ant training. The list of training categories by have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0 0 0 2 2 2
stated, the information added should be the pos Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook releved is only a sample of the training that marked to 'Please outline any additional to not outlined above'. Induction Health & Safety Equality, Diversity & Human Rights Infection, prevention & control Manual Handling Safeguarding	as of the 31st March of the last financial year. 2 0 ar for this role type. ant training. The list of training categories any have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0 0 0 0 0 1
stated, the information added should be the pos Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook relev provided is only a sample of the training that ma can be added to 'Please outline any additional t not outlined above'. Induction Health & Safety Equality, Diversity & Human Rights Infection, prevention & control Manual Handling Safeguarding Medicine management	2 0 ar for this role type. ant training. The list of training categories by have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0 0 0 2 2 2 1 0
stated, the information added should be the positive Filled and vacant posts No. of staff in post No. of posts vacant Training undertaken during the last financial year Set out the number of staff who undertook releve provided is only a sample of the training that marks can be added to 'Please outline any additional to not outlined above'. Induction Health & Safety Equality, Diversity & Human Rights Infection, prevention & control Manual Handling Safeguarding Medicine management Dementia	as of the 31st March of the last financial year. 2 0 ar for this role type. ant training. The list of training categories any have been undertaken. Any training not listed raining undertaken pertinent for this role which is 0

No. of permanent staff	2
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours) staff	0
Outline below the number of permanent and fixed	d term contact staff by hours worked per week.
No. of full-time staff (35 hours or more per week)	2
No. of part-time staff (17-34 hours per week)	0
No. of part-time staff (16 hours or under per week)	0
Staff Qualifications	
No. of staff who have the required qualification	2
No. of staff working toward required/recommended qualification	0
Other types of staff	
	Vec
Does your service structure include any additional role types other than those already listed?	Yes
List the role title(s) and a brief description of the role responsibilities.	Maintenance person - 16 yours per week, shift pattern is 08.00-14.00hrs, two days a week. Role and responsibilities: to carry out repairs, mainenance, improvement works; to conduct maintenance audits. To carry out health and safety fire checks (weekly fire alarms, monthly emergency lights, firextinguishers and break glass mechanism). To liaie e with other contractors for repairs work outside hiscope, such as electrical or plumbing works. Kitchen assistant -18 hours per week, shift pattern 08.00-14.00 Responsibilities: Washing, peeling, chopping, cutting and Ensuring the food preparation areas are clein and hygienic; Washing utensils and dishes and reaking sure they are stored appropriately; Cleaning the food preparation equipment, floors and other Hischen tools or areas;
Filled and vacant posts	
No. of staff in post	2
No. of posts vacant	0
Training undertaken during the last financial year Set out the number of staff who undertook releva provided is only a sample of the training that may can be added to 'Please outline any additional tr not outlined above'.	ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is
Induction	1
Health & Safety	0
Equality, Diversity & Human Rights	0
Infection, prevention & control	2
Manual Handling	2
Safeguarding	2
Medicine management	0
Dementia	0
Positive Behaviour Management	0
Food Hygiene	1

pertinent to this role which is not outlined above.	Maintenance person - 16 yours per week, shift pa ern is 08.00-14.00hrs , two days a week. Role and responsibilities: to carry out repairs, ma enance, improvement works; to conduct maintena ce audits. To carry out health and safety fire cher s(weekly fire alarms, monthly emergency lights, f extinguishers and break glass mechanism). To lia e with other contractors for repairs work outside h scope, such as electrical or plumbing works. Kitchen assistant -18 hours per week, shift patter 08.00-14.00 Responsibilities: Washing, peeling, chopping, cut g and Ensuring the food preparation areas are cl n and hygienic; Washing utensils and dishes and aking sure they are stored appropriately; Cleanin the food preparation equipment, floors and other tchen tools or areas;
Contractual Arrangements	
No. of permanent staff	2
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours) staff	0
Outline below the number of permanent and fix	ed term contact staff by hours worked per week.
Outline below the number of permanent and fix No. of full-time staff (35 hours or more per week)	ed term contact staff by hours worked per week.
No. of full-time staff (35 hours or more per week)	0
No. of full-time staff (35 hours or more per week) No. of part-time staff (17-34 hours per week)	0 1
No. of full-time staff (35 hours or more per week) No. of part-time staff (17-34 hours per week) No. of part-time staff (16 hours or under per week)	0 1