

## Run the playwork setting

**Overview**

This standard is about managing the playwork setting and the processes involved in maintaining a healthy, safe and secure physical environment.

**The main outcomes of this standard are:**

1. manage the playwork setting
2. manage and maintain the physical resources within the playwork setting
3. supervise the maintenance of health, safety and security in the playwork setting

This standard is for a playworker working directly with children and young people in a setting whose main purpose is to provide children and young people with opportunities for freely chosen, self-directed play. This standard is for staff that have some responsibility for the setting and others, making a significant contribution to supporting play.

**This standard is underpinned by the Playwork Principles and playworkers must be familiar with these and, where possible, demonstrate them through their practice and reflection.**

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### Performance criteria

You must be able to:

#### Manage the playwork setting

1. administer play provision in accordance with legal and organisational policies and procedures
2. lead **others** to establish and maintain the playwork setting to meet the play needs of children and young people
3. take responsibility for risk management by:
  - 3.1 supporting staff when undertaking dynamic risk-benefit assessments
  - 3.2 monitoring the recording and filing of risk-benefit assessments
  - 3.3 checking that observations of play within the playwork setting are carried out
4. check that staff undertake reflection and observation to improve their playwork practice
5. promote inclusion and diversity in your organisation
6. recognise **barriers to inclusion** and work with **others** to overcome and or reduce these
7. promote the playwork setting to children, young people, parents and carers who may experience barriers to participation
8. maintain records in accordance to organisational policies and procedures
9. provide **information** to authorised people and agencies in accordance with organisational policies and procedures
10. manage access of **others** according to legal and organisational policies and procedures
11. restrict access to **information** according to the agreements on confidentiality and organisational and legal requirements
12. support children and young people's manipulation and changing of the play space

#### Manage and maintain the physical resources within the playwork setting

13. provide resources which are accessible to all children and young people
14. check that staff carry out site checks in accordance with organisational policies and procedures
15. check that staff carry out **safety checking** of the indoor and outdoor environment before, during and after work activities
16. report, arrange and check maintenance work is completed as required
17. provide regular changes to the playwork setting to meet the needs of all children and young people

**Supervise the maintenance of health, safety and security in the playwork setting**

- 18. take responsibility for the health, safety and security of children and young people, in accordance with legal and organisational policies and procedures
- 19. maintain records about the health, safety and security requirements for your playwork setting in accordance with legal and organisational policies and procedures
- 20. make sure that all children, young people and adults using the playwork setting have details about the health, safety and security procedures
- 21. make sure **others** are following health, safety and security procedures
- 22. maintain supervision of children and young people, considering the levels of risk and the child or young person's needs, preferences and stage of development
- 23. encourage children and young people to manage risk for themselves and have an awareness of their own and **others'** safety
- 24. review and revise your organisational procedures on health, safety and security
- 25. implement procedures for accidents, injuries, illnesses and other **emergencies**

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### Knowledge and understanding

You need to know and understand:

#### Manage the playwork setting

1. the Playwork Principles within the professional and ethical framework for playwork and how each of the principles can be applied within your own role
2. how to administer play provision in accordance with legal and organisational policies and procedures
3. how to support **others** to establish and maintain the playwork setting to meet the play needs of children and young people
4. the responsibilities to take for risk management
5. differences between formal risk assessments and dynamic risk-benefit assessments
6. ways to support staff in undertaking and reflecting on dynamic risk-benefit assessments
7. theories and models of risk assessment to cover the playwork setting for children, young people and **others** both indoors, outdoors and on outings
8. how to monitor the recording and filing of risk-benefit assessments
9. the importance of ensuring that observations of play within the playwork setting are carried out
10. the importance of ensuring that reflection on observations is used to improve playwork practice
11. current models and good practice to do with inclusion
12. the social and medical models of disability and the differences between them
13. how to recognise and overcome **barriers to inclusion** in the playwork setting
14. how to promote the playwork setting to children, young people, parents and carers who may experience barriers to participation
15. what is inclusive play provision and what is its relative value compared to 'separate', 'segregated' and or 'integrated' play provision
16. how to maintain records in accordance to organisational policies and procedures
17. organisational policies and procedures for providing **information** to authorised people and agencies
18. the types of **information** which may need to be passed on to authorised people in the organisation
19. why it is important to keep records complete, legible and up-to-date
20. the importance of storing records confidentially in accordance with legal and organisational policies and procedures

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- 21. ways to support children and young people's manipulation and changing of the play space
- 22. the types of support that children and young people may need to access and make best use of the playwork setting
- 23. ways to support a culture within the staff, children and young people to be involved in the creation of new and enriched play spaces within the playwork setting

### **Manage and maintain the physical resources within the playwork setting**

- 24. ways of making sure there are resources which are accessible to all children and young people
- 25. ways of ensuring the playwork setting is accessible and inclusive
- 26. **safety checking** of the indoor and outdoor environment before, during and after work activities
- 27. organisational policies and procedures for carrying out site checks
- 28. organisational policies and procedures for monitoring and maintaining equipment
- 29. the importance of ensuring that the playwork setting supports all children and young people's wellbeing
- 30. how to ensure staff engage with children and young people to create play spaces
- 31. the requirement for ensuring requested play opportunities are available

### **Supervise the maintenance of health, safety and security in the playwork setting**

- 32. how to take responsibility and monitor the statutory, regulatory and organisational policies and procedures covering health, safety and security for the children, young people and **others** in your playwork setting
- 33. agreements on confidentiality which have been made with parents and carers
- 34. the importance of all children, young people and adults using the playwork setting having details about the health, safety and security procedures
- 35. the needs, preferences and stages of development of children and young people and the implications these have for health, safety and security arrangements, managing risk for themselves and having an awareness of their own and **others'** safety
- 36. how to implement procedures for accidents, injuries, illnesses and other

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emergencies, in accordance with legal and organisational policies and practices

37. legal and organisational procedures for the storage and administration of medicines

38. legal and organisational policies and procedures covering manual handling and the risks associated with lifting and carrying

39. the contents of a first aid kit

40. **good hygiene practices** to avoid risk of cross-infection

41. signs and symptoms of common childhood illness and allergies and the organisational policies and procedures for responding

42. your organisational policies and procedures for **emergencies**

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**Scope/range related  
to performance  
criteria****Others**

1. staff
2. visitors
3. parents and or carers

**Barriers to inclusion**

1. attitudinal
2. environmental
3. institutional

**Information** (*minimum of 4 out of 6*)

1. background
2. dietary needs
3. allergies
4. personal care requirements
5. access and collection arrangements
6. organisational records

**Safety checking**

1. facilities and equipment
2. toilet and washing areas
3. movement and activity of children and young people

**Emergencies**

1. fire
2. missing children
3. evacuation

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**Scope/range related  
to knowledge and  
understanding****Others**

1. staff
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**Barriers to inclusion**

1. attitudinal
2. environmental
3. institutional

**Information**

1. background
2. dietary needs
3. allergies
4. personal care requirements
5. access and collection arrangements
6. organisational records

**Safety checking**

1. facilities and equipment
2. toilet and washing areas
3. movement and activity of children and young people

**Good hygiene practice**

1. appropriate systems to dispose of different types of waste
2. handling body fluids
3. contagious and blood-borne diseases

**Emergencies**

1. fire
2. missing children
3. evacuation



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## Values

The Playwork practitioners involved in writing this standard, in conjunction with SkillsActive, have agreed to adopt the following as the set of values prescribed for all of those working within the playwork sector:

### **Playwork Principles**

These Principles establish the professional and ethical framework for playwork and as such must be regarded as a whole. They describe what is unique about play and playwork, and provide the playwork perspective for working with children and young people. They are based on the recognition that children and young people's capacity for positive development will be enhanced if given access to the broadest range of environments and play opportunities.

1. All children and young people need to play. The impulse to play is innate. Play is a biological, psychological and social necessity, and is fundamental to the healthy development and wellbeing of individuals and communities.
2. Play is a process that is freely chosen, personally directed and intrinsically motivated. That is, children and young people determine and control the content and intent of their play, by following their own instincts, ideas and interests, in their own way for their own reasons.
3. The prime focus and essence of playwork is to support and facilitate the play process and this should inform the development of play policy, strategy, training and education.
4. For playworkers, the play process takes precedence and playworkers act as advocates for play when engaging with adult led agendas.
5. The role of the playworker is to support all children and young people in the creation of a space in which they can play.
6. The playworker's response to children and young people playing is based on a sound up to date knowledge of the play process, and reflective practice.
7. Playworkers recognise their own impact on the play space and also the impact of children and young people's play on the playworker.

8. Playworkers choose an intervention style that enables children and young people to extend their play. All playworker intervention must balance risk with the developmental benefit and wellbeing of children.

The Playwork Principles are held in trust for the UK playwork profession by the Scrutiny Group that acted as an honest broker overseeing the consultations through which they were developed.

## Glossary

### **Inclusive play provision**

Provision that is open and accessible to all, and takes positive action in removing barriers, so that all children and young people can participate

### **Play needs**

What individual children and young people have to have in order to be able to play, but are not always able to have for a variety of reasons; for example, lack of access, overprotective adults, lack of outdoor environments, etc.

### **Play Provision**

Adult created places where children and young people can play

### **Play space**

A place formed by children and young people playing. It can be physical, affective, permanent, transient or cyber

### **Playwork setting**

Somewhere children and young people have the opportunity to play that is staffed by playworkers

### **Segregated play provision**

The setting aside of disabled children and young people, based on a professional's view of impairment and lack of ability to 'fit in'. Non-disabled professionals have total control

### **Separate play provision**

Groups of disabled children and young people who choose to meet and develop their own agenda, similar to other minority groups

### **Staff**

This covers those with whom you work, for whom you are responsible, paid and or unpaid, or students and or trainees

## Run the playwork setting

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