

SKAPW18 - SQA Unit Code FT5F 04

Obtain the facilities and services required for play provision



Overview

This unit is about selecting and obtaining the facilities and services you need for playwork provision. It includes identifying and agreeing criteria for the types of facilities and services you need, evaluating a range of possible facilities and services and entering into agreements with owners/suppliers.

The unit is divided into three parts. The first part describes the two things you have to do. These are:

1. identify and evaluate facilities and services for playwork provision
2. obtain facilities and services for playwork provision

The second part describes the knowledge and understanding you must have.

The third part gives some examples and explanations of some words we use in this unit.

The unit is for you if you have some responsibility for the management of facilities in a setting whose main purpose is to provide children and young people with opportunities for freely chosen, self-directed play.

This unit is underpinned by the Playwork Principles and staff must be familiar with these and committed to them in their practice.

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Performance criteria

You must be able to:

Identify and evaluate facilities and services for playwork provision

- P1 work with others to establish criteria for the type of facilities and services you need
- P2 make sure these criteria are consistent with legal, regulatory and organisational
- P3 evaluate a range of possible facilities and services using agreed criteria
- P4 identify facilities and services that can be made suitable for playwork provision through the most efficient use of resources
- P5 ensure that facilities and services support inclusion
- P6 collect and record information about selected facilities and services and consult with others

You must be able to:

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- P7 carry out enquiries and negotiations in a way which maintains good working relationships
- P8 reach agreements with suppliers which meet agreed criteria and follow your organisation's
- P9 seek advice and support if there are difficulties reaching agreement
- P10 establish mutual expectations and responsibilities
- P11 make clear and accurate records of the agreements you have made and make these available to others.

Knowledge and understanding

You need to know and understand:

Identify and evaluate facilities and services for playwork provision

- K1 how the Playwork Principles specifically relate to this unit
- K2 aspects of the physical environment – including natural and man-made elements, loose parts etc. – that facilitate play
- K3 how children and young people relate to the physical environment and the implications for play and play provision
- K4 stages of child development and how this affects the types of physical environments appropriate to children and young people at different stages
- K5 issues to do with inclusion that you must consider when evaluating possible physical environments for play
- K6 the legal, regulatory and organisational requirements that apply to your facilities and services and why these are important
- K7 the importance of negotiating and agreeing criteria before choosing potential facilities and services
- K8 the types of criteria you should consider when looking for facilities and services for playwork provision and how to identify and negotiate these
- K9 how to identify potential facilities and services and their owners and suppliers
- K10 how to evaluate facilities and services against agreed criteria
- K11 how to determine whether facilities and services can be made suitable for playwork provision cost effectively
- K12 the records you should keep
- K13 how to consult and negotiate with colleagues and potential users

You need to know and understand:

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- K14 how to carry out enquiries and negotiations in a way that will maintain good working relationships and why this is important
- K15 your organisation's requirements and procedures for entering into agreements about facilities and services
- K16 where you can seek advice and support if you have difficulties achieving agreement with owners and suppliers
- K17 why it is important to establish mutual expectations and responsibilities with owners and suppliers
- K18 why it is important to keep accurate records of agreements and how to do so

Additional Information

Scope/range related to performance criteria

1. **facilities and services**
 - 1.1. internal and external premises
 - 1.2. play equipment and other resources
 - 1.3. for the health, safety, security and protection of children and young people
 - 1.4. to enable inclusion
 - 1.5. for off-site trips
 - 1.6. for the provision of food and drink
2. **others**
 - 2.1. children and young people
 - 2.2. parents and carers
 - 2.3. groups making use of the facilities and services
 - 2.4. colleagues
 - 2.5. key partners

Glossary

Children and young people

All children and young people with respect for any impairment, their gender, race, culture, language, sexuality, health, economic or social status and any other individual characteristics

Inclusion

Ensuring that play provision is open and accessible to all and takes positive action in removing barriers so that all children and young people, including the disabled and those from other minority groups, can participate

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