



ADDITIONAL LEARNING NEEDS (ALN) & INCLUSION POLICY

Document Reference:	CC-ALNPOL-001
Setting Name:	Clwb Carco
Legal & Governance Body:	Charitable Incorporated Organisation (CIO) Board of Trustees
Lead Responsible Individual:	Person in Charge (Club Manager) / ALN Co-ordinator
Provision:	After School Play Provision (Ages 3–11)
Date Adopted:	October 2026
Planned Review Date:	October 2027

CLWB CARCO: ADDITIONAL LEARNING NEEDS (ALN) & INCLUSION POLICY

1.0 Purpose & Statement of Intent

Clwb Carco is dedicated to providing an inclusive, welcoming, and empowering out-of-school play environment for all children aged 3 to 11 years. We believe that every child has the right to access high-quality, freely chosen play opportunities alongside their peers, regardless of any Additional Learning Needs (ALN), disability, or medical condition.

As an out-of-school play provision operating on the premises of Tonysguboriau Primary School, our primary role is not formal academic teaching or maintenance of statutory Individual Development Plans (IDPs). Instead, we focus on providing an inclusive play space that respects each child's individual needs, aligns with the Additional Learning Needs and Education Tribunal (Wales) Act 2018, the ALN Code for Wales 2021, the Equality Act 2010, and Care Inspectorate Wales (CIW) National Minimum Standards (NMS 7 & 16).

2.0 Definition of Additional Learning Needs (ALN)

In accordance with the ALN Code for Wales 2021, a child has Additional Learning Needs if they have a learning difficulty or disability (whether arising from a medical condition or otherwise) which calls for Additional Learning Provision (ALP). Broadly, needs are categorized into four areas:

- Communication and Interaction (e.g., speech and language difficulties, autism spectrum conditions).
- Cognition and Learning (e.g., moderate, severe, or specific learning difficulties).
- Social, Emotional, and Mental Health / Behavioural (e.g., anxiety, self-regulation challenges, ADHD).
- Sensory and/or Physical (e.g., visual/hearing impairments, physical mobility needs).

3.0 Universal Inclusive Play Provision & Reasonable Adjustments

At Clwb Carco, our universal play offer is designed to be accessible to all children without the need for formal academic interventions. Our inclusive playwork approach includes:

- Playwork Principles Alignment: Play opportunities are freely chosen, self-directed, and structured to support children's holistic physical, social, and emotional development.
- Communication-Friendly Environment: Utilising visual timetables, emotion check-ins, picture cards, and simplified clear language to support understanding.
- Sensory & Quiet Spaces: Providing dedicated breakout areas, quiet corners, and sensory resources (e.g., fidget tools, weighted lap pads, soothing lighting) where children can self-regulate.
- Reasonable Adjustments: Adapting physical play spaces, layout, equipment, and games to ensure full accessibility for children with mobility or physical disabilities in accordance with the Equality Act 2010.
- Flexible Staffing Support: Deploying playworkers dynamically to offer targeted assistance, reassurance, or guidance during group play and transitions.

4.0 Partnership with Tonysguboriau Primary School & ALNCo

Because Clwb Carco operates on the grounds of Tonysguboriau Primary School, effective partnership and daily communication are essential to maintain continuity of care for children with ALN:

- Information Sharing & IDPs: While formal IDPs are maintained by the school or Local Authority, Clwb Carco works collaboratively with the school ALNCo (Mr. Barry Blears) and class teachers (with parental consent) to understand key targets, triggers, and successful strategies.
- 'All About Me' Profiles: Clwb Carco utilises the school's 'All About Me' profiles and internal play passports to ensure playworkers are fully aware of what is important to the child, how best to support them, and their personal preferences.
- Daily Handover: School staff share relevant information with Clwb Carco playworkers at the end of the school day regarding a child's emotional state, sensory needs, or specific incidents during the school day to ensure smooth transitions.
- Shared Training & Consistency: Where possible, Clwb Carco staff align with school strategies and attend relevant ALN training (e.g., ELSA strategies, autism awareness, manual handling) to offer consistent support.

5.0 Admissions, Individual Personal Care & Medical Plans

- Early Identification & Registration: Parents/carers are encouraged to disclose any ALN, medical condition, or disability on the registration form prior to starting, enabling Clwb Carco to plan appropriate support.
- Individual Personal Care Plans: For children requiring individual support (such as intimate care, nappy changing, or specialized medical routines), a joint Personal Care Plan will be agreed between parents, Clwb Carco, and school leads prior to attendance.
- Medication Alignment: Administration of any prescribed medication for ALN or medical conditions follows Clwb Carco's Medication Policy (strictly prescribed, original packaging, parental consent, and double-logged).
- Staffing Ratios & Specialist Support: Where a child requires higher levels of support, Clwb Carco will work with parents, the Local Authority, and the school to explore funding or specialist advice to facilitate inclusion.

6.0 Working in Partnership with Parents & Advocacy

- Open Communication: Playworkers maintain daily, confidential communication with parents/carers at pick-up regarding their child's achievements, play experiences, and well-being.
- Centring the Child's Voice: In line with UNCRC Article 12, the child's views, wishes, and feelings are central to how we adapt play activities and environment.
- Independent Advocacy & Disagreement Resolution: Clwb Carco recognizes SNAP Cymru as an independent advocacy and dispute resolution service for families navigating ALN provision. Contact details for SNAP Cymru are shared with families whenever additional support or guidance is required.

7.0 Key Contacts & Policy Review

Key roles and contact details relating to ALN support across Clwb Carco and Tonynguboriau Primary School:

Role	Name / Organisation	Contact Information
Clwb Carco Person in Charge	Kelly Tanner	01443237836/ Clwbcarco26@gmail.com

ALNCo/Trustee	Barry Blears	BlearsB2@hwbcymru.net
Independent ALN Advocacy	Snap Cymru	0808 801 0608/ www.snapcymru.org
Care Inspectorate Wales	CIW	03007900126/ciw@gov.wales