An Audit of Unregistered Early Childhood Development Facilities in the Western Cape, 2011

REPORT TO THE WESTERN CAPE DEPARTMENT OF SOCIAL DEVELOPMENT

Early Learning Resource Unit

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GRASSROOTS

Areas	Area Service Providers to work with ECD assistants
Athlone	**Early Learning Resource Unit**
Bellville	**Foundation for Community Work**
Cape Town	**Grassroots**
Eerste River	**Sakhuluntu**
George	**Klein Karoo Bronnesentrum**
Guguletu	**Ekuhlaleni**
Khayelitsha	**Sikhula Sonke**
Mitchells Plain	**Centre for Early Childhood Development**
Paarl	**Catholic Welfare and Development**
Vredenburg	**Badisa**
Worcester	**Early Years Services**
Caledon	**Early Years Services**
Wynberg	**Pascap**

SAKHULUNTU DEVELOPMENT AGENCY CC

Sikhula Sonke Early Childhood Development

BADISA Christelike Barmhartigheid Christian Compassion

eys early years services NPO REGISTRATION NUMBER: 038601

FCW

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Contents

1. Introduction

In May 2010, the Western Cape Department of Social Development commissioned a consortium of ECD Service Providers, under the leadership of the Foundation for Community Work, to focus on the registration of ECD sites in the province. The Early Learning Resource Unit was tasked with leading an audit of unregistered ECD facilities in the Western Cape as a component of this process. This entailed the development of the audit process, the budget, the audit tool and data capture template, field manual and training packs, and training the twelve ECD partners to train fieldworkers for the audit and to capture data for their area. ELRU was also responsible for monitoring partners as the audit progressed and analysis and reporting. The Foundation for Community Work oversaw contracts with all the partners and supported liaison between partners and the area based department officials. Departmental staff at head office and in the regions provided invaluable support for the fieldwork process.

1.1Purpose

The Children's Act 38 of 2005 became operational in April 2010 and this increased the urgency to ensure that all ECD sites are registered so that they were compliant with the Act. Despite a registration drive and efforts in the regions to alert ECD sites to the need to register, progress remained slow. In April 2011 the MEC for Social Development declared an amnesty for all sites which had applied for registration by July 2011 but indicated that after that if they had still not applied, they would be shut down. The purpose of the audit was to gather information to facilitate registration and to provide basic information on various aspects of service quality including the educational programme, meals and nutrition, staffing qualifications and experience to assist with planning for the implementation of a comprehensive ECD Strategy[1] developed for the Province including resourcing and training needs.

At the commencement of the audit, the total number of unregistered sites providing ECD services in the Province was not known. Nor was the quality of service provision known.

Research questions

The following were investigated:

1. The number of unregistered ECD-sites serving 6 or more children in the designated areas of the Western Cape Province,
2. The location, infrastructure, length of existence, operating hours and fees of the sites,
3. Components of the registration process completed by sites,
4. Enrolment, practitioner child ratios, home languages and languages of instruction,
5. Compliance with norms and standards for partial care facilities,

[1] Draft Strategic Framework for Integrated Provincial Early Childhood Development Provision: 2005 – 2014, Provincial Departments of Health, Education and Social Development, November 2011.

6. The food and nutrition arrangements,

7. Staff educational levels, training, experience and clearance in terms of Part B of the Child Protection Register,

8. Governance and administration,

9. The educational programme and materials.

2. METHODOLOGY

2.1. Sample

The task was to audit all identified unregistered ECD sites in the 13 areas of the province listed below in Table 1. The primary source was a database of unregistered sites provided by the Provincial Department of Social Develpoment (DoSD) and lists from the various area offices. Records in the departmental database were categorised according to the previous DoSD districts rather than the current regions and subregions . Because there was insufficient information in many cases for the research team to reallocate sites to the new regions, this report has used the old district breakdown. Further sites were identified during the audit, but equally some on the list could not be located, had closed or been registered since being listed. Participation was optional and some sites declined to participate. In addition there are some data gaps when staff could not answer questions and, it appears, when certain observations did not take place. The number of sites used in the final data set excludes those whose enrolment had dropped to less than 6 children, and those with very incomplete data.

Table 1: A Breakdown of the Final Sample for the Audit of Unregistered Sites

Sites	Provincial list	Closed	Registered	In Final Data Set
Athlone	58	5	7	43
Bellville	198	4	0	265
Cape Town	137	39	26	138
Eerste River	153	9	7	77
Guguletu	54	25	7	71
Khayelitsha	55	4	20	57
Mitchells Plain	156	27	10	137
Wynberg	236	36	29	154
Caledon	57	8	0	57
George	108	1	0	107
Paarl	210	8	19	197
Vredenburg	39	3	5	71
Worcester	168	43	49	127
TOTAL	**1629**	**212**	**179**	**1501**

2.2 The Audit Questionnaire

The audit questionnaire was developed from items in previous audits (national, local and provincial), the ECD Public Expenditure Tracking Study, norms and standards for ECD services in

terms of the Children's Act and local authority requirements. Input was given by DoSD staff and Service Provider partners. After this it was piloted on a limited scale and minor adjustments made.

2.3 Data Collection and Capturing

Responsibility for data collection was shared on an area basis with twelve NPO Service Provider partners each responsible for a particular area and each with some familiarity with the ECD sector. Their task was to train and supervise ECD assistants who were based in the local DoSD area office to do the audit and to verify and capture the data. ECD assistants were well placed to do the audit as they were familiar with the area and the sites and had been exposed to registration requirements. ELRU trained the service providers and provided questionnaires, field guides and training packs so that they could undertake training of the assistants in their area. This training took place on 30 and 31 May 2011 and Area providers were asked to complete the training of their ECD assistants in the following week so that the audit could begin in the second week of June.

In order to complete the audit, the ECD assistant was required to interview the supervisor, review documents and observe the programme for at least an hour. Timing for the audit was based on assistants doing at least one site per day and allowed for return visits if it was not possible to collect all the data during the first visit.

Weekly updates of how many sites were audited were sent to ELRU so that progress could be tracked. Areas varied a great deal in the number of sites to be audited, but it was intended that the auditing be completed by the end of July. An unforeseen set back was that ECD assistants were withdrawn from the field from late July until September/October which delayed the process.

Data capturing was undertaken by each service provider on an Excel template designed by ELRU and submitted on a weekly basis to allow for ELRU to check the sheets.

2.4 Validity and Reliability Checks

Service providers were responsible for checking that the questionnaire was properly completed and uploaded and were also asked to spot check sites to ensure that the ECD assistants had completed the information satisfactorily. Site supervisors were required to sign the questionnaire as another check that the assistant had undertaken the visit. ELRU checked a sample of each Service Provider's questionnaires against the data uploaded. In the process a number of queries emerged and further guidance was provided. In addition to this, a detailed check of every record uploaded onto the data sheet was undertaken and queries, gaps and anomalies were highlighted. The need for scrupulous data checking and verification was also stressed at two meetings called with audit partners to monitor progress and address challenges.

2.5 Data Analysis

Analysis is descriptive and was done using Microsoft EXCEL. Certain items which appeared to have been incorrectly understood or for which there was very little data were excluded from the analysis, as were items which were clearly incorrect e.g. measurements of indoor space.

2.6 Challenges Experienced

The use of ECD assistants to undertake the audit posed a number of challenges because despite approval from DoSD, a number of area offices had set other tasks for them and there were conflicting calls on their availability. A serious setback to the timing of the audit was the unanticipated non availability of the ECD Assistants for over a month while they were in training courses and the audit period had to be extended.

During ELRU's first checks of the data sheets and uploading incomplete data and questions of reliability were noted such as inconsistencies across different questions. Each partner was given a detailed report with a face-to-face meeting for most partners and telephone conferences with the rest to explain how this should be remedied. All final data sheets were also checked by ELRU, annotated to indicate queries and gaps and then returned. Despite this subsequent checks revealed that not all partners had taken appropriate steps to remedy the problems. A significant contributor to this was that data capturers were generally administrative staff, who did not necessarily pick up on inconsistencies or gaps. While some partners personally went into the field to help remedy gaps and others verified information telephonically, some did very little of this. In October the decision was taken with the Consortium Manager to use what data there was as the project was behind schedule. Data cleaning was very time-consuming – there were incorrectly formatted entries, duplications and the inclusion of sites which were registered, had less than 6 children, incorrect totals etc.

2.7 Limitations of the Study

The provincial and area offices provided their lists and it was not clear what the time lag was between listing and auditing. It therefore meant that some of the sites had closed, others were registered already

and there were also new ECD sites. However, the audit fieldworkers were instructed to include any new or unlisted sites that they came across in the audit process.

Secondly, data collection took place between June and October 2011. Due to the challenges identified in the dataset data analysis was only finalised in November. The time between the audit and analysis therefore allows for variability in terms of currency of the information collected. Further sites may have closed down and / or opened since then (as was discovered during follow-up sessions for verification purposes), and information provided (e.g. number of learners, number and qualifications of staff, facility resources and physical conditions) may have changed.

Finally, the audit relied on workers who were familiar with the sector but were neither ECD nor research experts, overseen by Service Providers many of whom had no research experience. While items in the questionnaire were as explicit as possible there is an element of judgment in some of them which will affect the reliability of certain items especially those about the quality of the programme. While ECD assistants were asked to observe for at least an hour, some sites were visited in the afternoon and the assessors had to rely on reports of typical activities.

3. RESULTS AND FINDINGS

Findings of the audit are presented according to the various sections investigated by the questionnaire. For most items, a provincial overview is given but area differences are highlighted in the text below. Detailed tables giving area breakdowns are given in the Appendix 1.

3.1 General Information on the Site

Formal or non-formal location

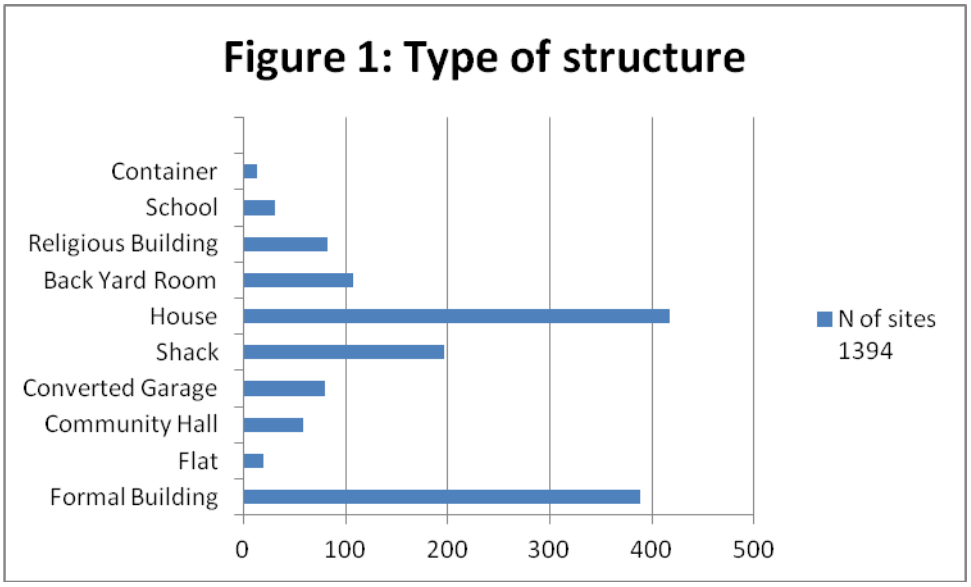
Table 2: Site Location by Area

	Total sites	Formal	Nonformal
Athlone	43	39 (91%)	4(9%)
Bellville	265	196(74%)	36(14%)
Cape Town	138	76 (55%)	62(45%)
Eerste River	75	41(55%)	34(45%)
Guguletu	83	45(54%)	38(46%)
Khayelitsha	57	32(56%)	25(44%)
Mitchells Plain	85	72(85%)	13(15%)
Wynberg	143	112(78%)	31(22%)
Caledon	57	44(77%)	13(23%)

George	107	58(54%)	49(46%)
Paarl	197	170(86%)	27(14%)
Worcester	127	84(66%)	43(34%)
Vredenburg	71	52(73%)	19(27%)
TOTAL	**1448**	**1021(71%)**	**394(27%)**

This item was of particular interest because of the challenges for informal sites of meeting municipal requirements. Overall just over a quarter of sites are based in informal areas and this breakdown is the same for both Metro and non-Metro areas (27%).

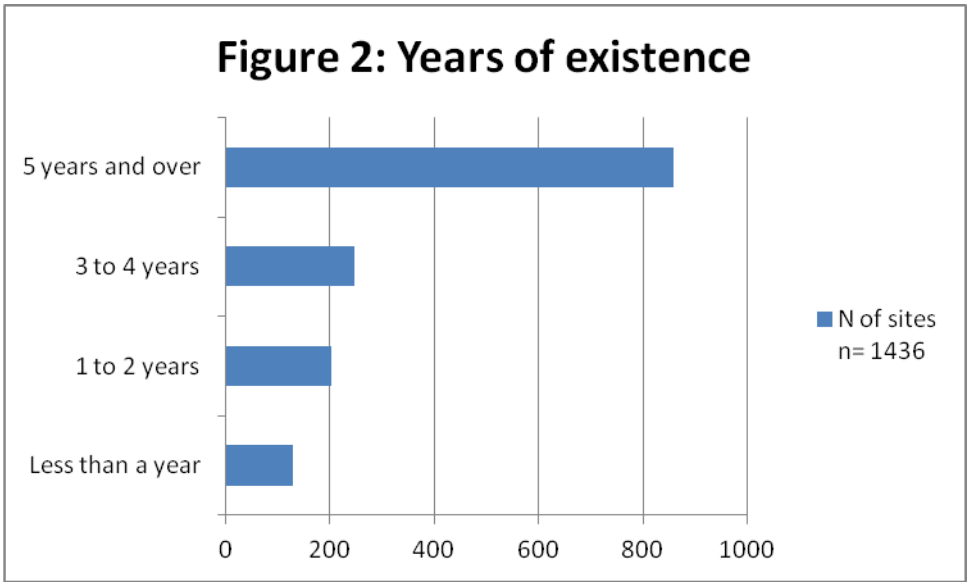
Type of structure



As shown in Figure 1, the majority of unregistered ECD sites were based in houses (30%) or formal buildings (28%). More than a quarter of all sites in shacks were in Guguletu and Khayelitsha.

Years of existence

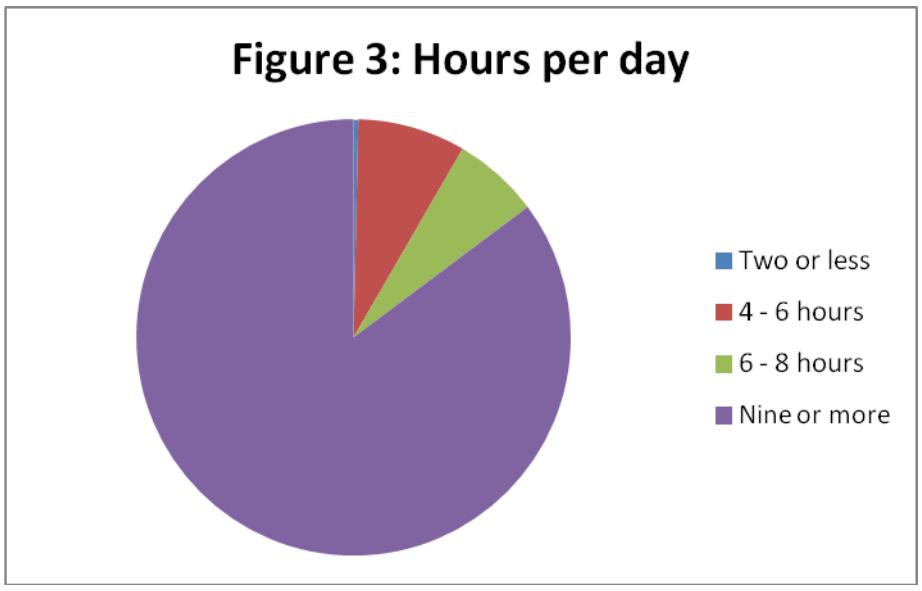
The majority of sites, some 60% had been in existence for five years or more (see Figure 2). In Guguletu 81% of sites were in this category, in Athlone 74% and in Wynberg, Caledon and Worcester 69% each.



Days and hours of operation

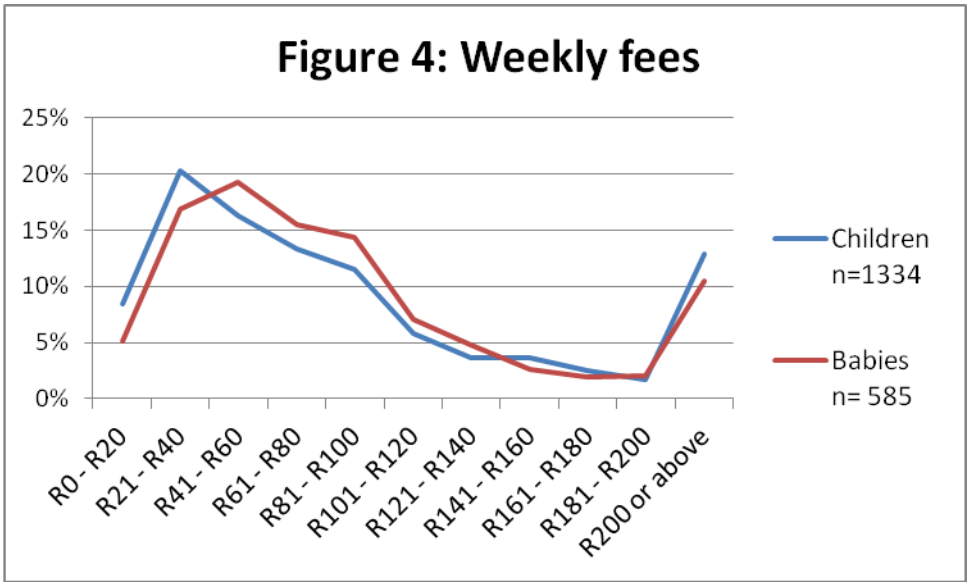
98% of sites operate on weekdays and 1 % each for Weekdays plus Saturdays or the whole week.

As can be seen in Figure 3, the majority of the 1234 sites for which this information was available operate for 9 or more hours each day, suggesting that they are serviing a day care function rather than a purely educational function. 10% of sites operated between 2 and 6 hours which suggests a more educational function.



Weekly fees charged by ECD sites

The majority of sites charge between R 21 and R 60 per week. But as can be seen in Appendix 1 there are area variations. Wynberg and Paarl both have a fairly substantial number of sites with weekly fees of over R 200 (40% and 26% of sites respectively). Fees for babies are often higher than for older children. In Caledon the majority of sites charge up to R20 per week and in Guguletu, Khayelitsha and Worcester fees are generally lower than in other areas.



3.2 STAFFING

The staffing analysis focuses mainly on the training needs of principals and practitioners. Information was provided for a total of 1311 principals and 3410 practitioners. Two percent of principals and 1% of practitioners were male. Many volunteers were found to be working in sites. Overall 381 sites reported a total of 697 volunteers in addition to employed staff.

Clearance in terms of the Child Protection Register

Table 3 indicates the number of sites that have received, or applied for staff clearance in terms of Part B of the Child Protection Register. There may have been some confusion in respondents between this process and checking that staff did not have a criminal record.

Table 3: Staff clearance: Part B of the Child Protection Register

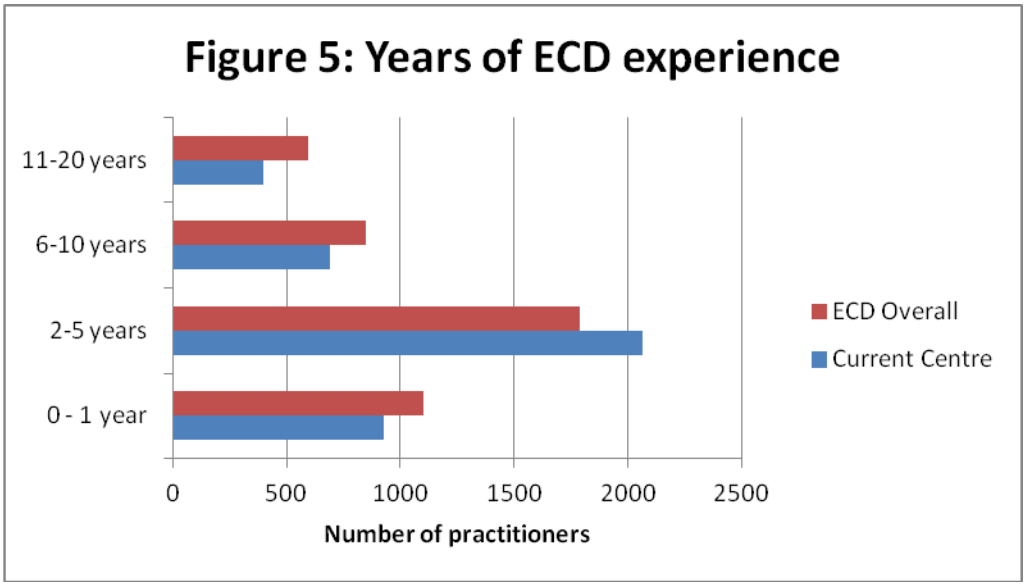
	Yes	No	Applied and waiting
TOTAL	**328 (23%)**	**666 (47%)**	**424 (30%)**

1418 Sites reported on their process of obtaining clearance according to Part B of the Child Protection Register: 23% indicated that they had obtained clearance, 30% had applied and were waiting but a large 47% had not yet applied. Some areas appeared to have made greater progress in this regard.

Years of experience

Figure 5 shows the years of ECD experience of principals and practitioners. It indicates a large proportion of newcomers to the sector. 12% of staff had been working in the sector for less than a year, 27% for 1 – 2 years. 14% had been in the field for over 10 years. This may partly be due to growth in

the sector but also to rapid turnover especially of practitioner jobs. It is interesting though that a third of the staff in unregistered sites had been working in the sector for over 5 years.

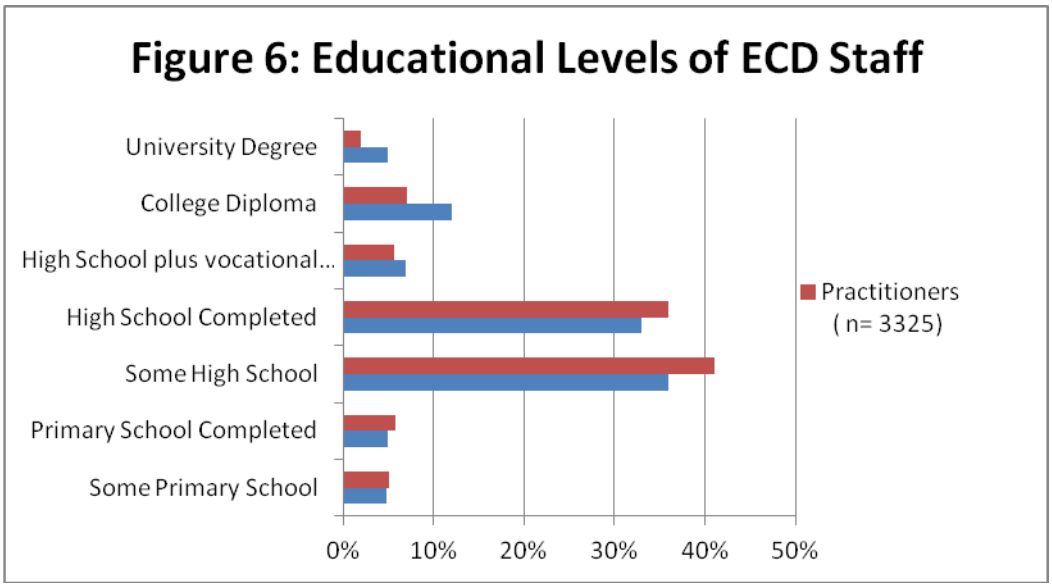


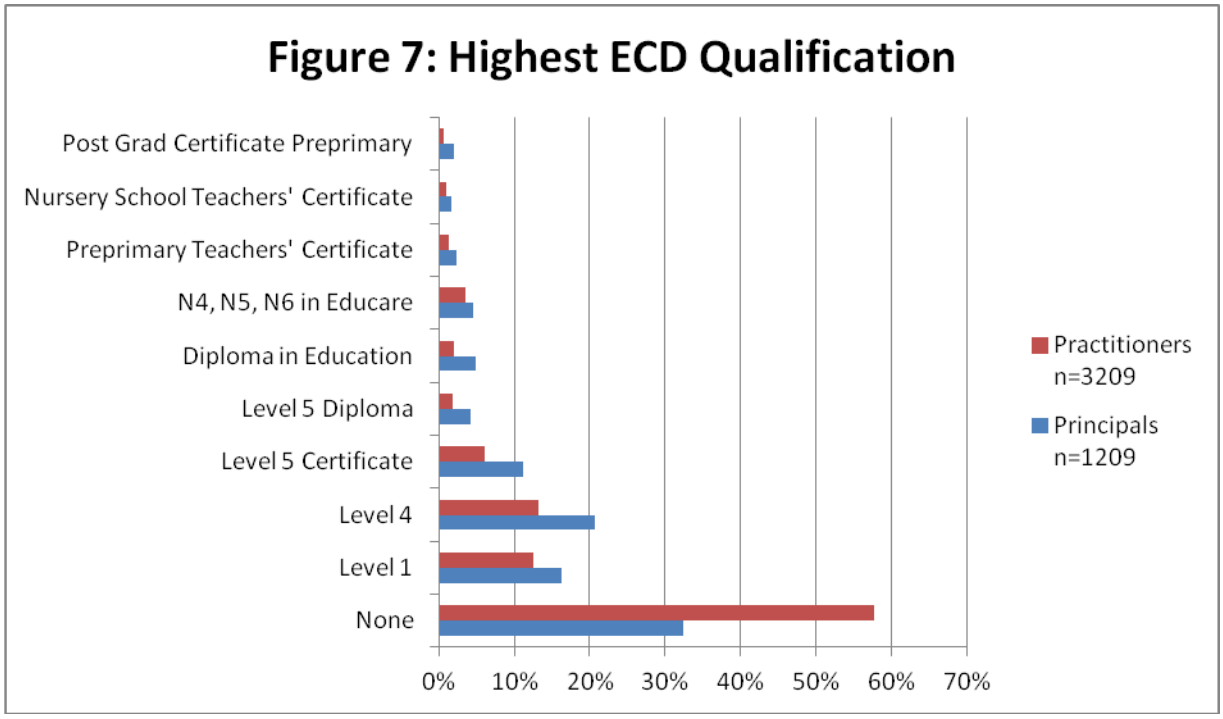
Qualifications

The data has depended on the reports of the staff interviewed at sites, as certificates would not have been seen in many instances, so the data may not be entirely reliable

Principals' and practitioners' highest levels of education are shown in Figure 6. As might be expected principals have a higher level than practitioners but levels are generally low. 44 % of principals and 51% of practitioners have not completed high school.

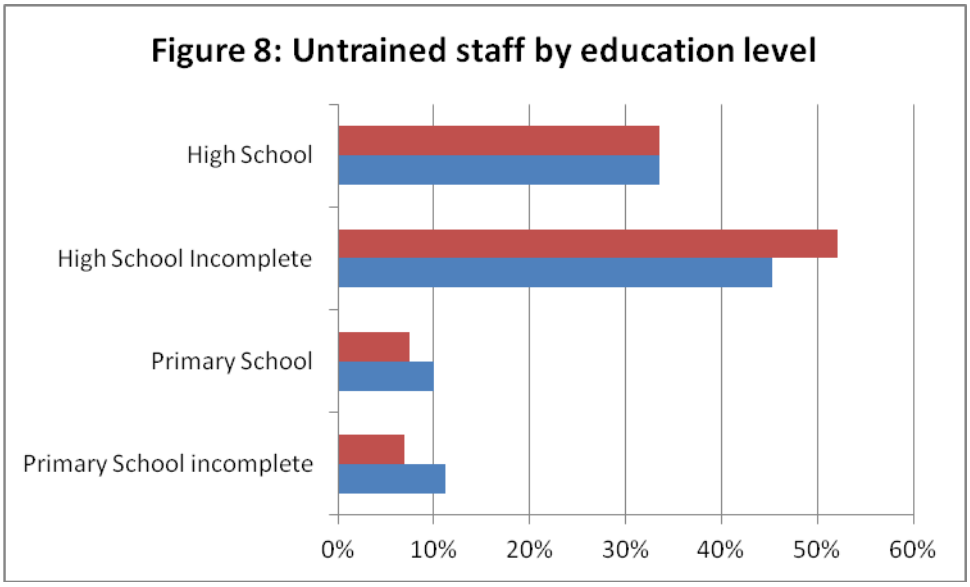
In Figure 7 the highest ECD qualifications are indicated. A substantial proportion of principals and practitioners have no qualification, though a higher proportion of principals have had some ECD training than practitioners. Less than half of the practitioners identified in this audit have any ECD qualification. Level 1 and 4 qualifications are the most common.



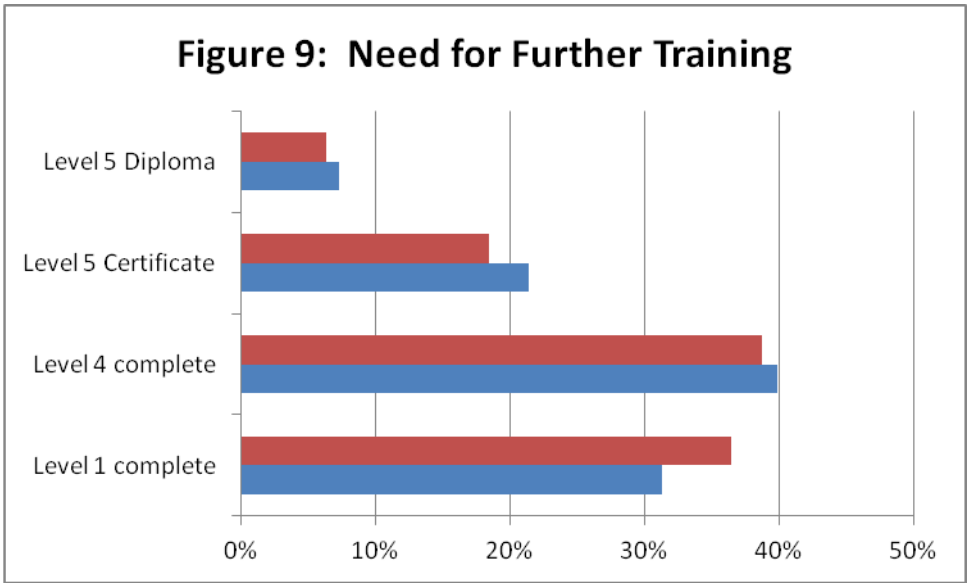


Estimating training needs

The educational level of untrained principals and practitioners determines the level of training that they are most likely to need. Figure 8 indicates that a relatively small number have not completed primary school and thus may be unable to manage a Level 1 qualification. More of these are in the non-Metro areas. Those who have completed primary school would be in a good position for Level 1 but this too is a relatively smaller group. The ETDP SETA plans a pilot Recognition of Prior Learning at Level 1 which may be a route for experienced practitioners at this level. The largest need in these sites is for those who have not completed high school to go into a Level 4. Although the practice of making Level 4 the entry level even if ECD staff have matric, those who had completed high school could, in terms of NQF requirements, go directly into a Level 5, provided that their fundamentals were adequate.



Finally Figure 9 indicates the further staff development needs of principals and practitioners who already have an NQF Level 1, 4 or 5 Certificate and are eligible to continue to a further level. As can be seen there are a number of practitioners who could be further developed to Levels 4 and 5. A challenge is the fact that the Level 5 tends to have a stronger Grade R focus. In future the plan is for a 360 credit Diploma in ECD for workers in pre-Grade R classes to be introduced which will also need to be planned for.



3.3 REGISTRATION PROCESS

The primary aim of the audit was to support the registration process. The majority of sites (83%) reported that they had applied for registration at the time of the audit. A breakdown by area is given in Table 4. This identified Mitchells Plain as having the largest number of sites in the Metro that had not applied. A much larger proportion of sites in the Non-Metro areas had not applied at the time of the audit. This included 69% of sites in Vredenburg, 33% of sites in George and 30% of sites audited in Paarl.

Table 4: Number of sites which had applied for registration

Area	Sites which have applied	Not applied
Athlone	43	0
Bellville	249	15
Cape Town	117	21
Eerste River	74	3
Guguletu	66	3
Khayelitsha	57	0
Mitchells Plain	110	26
Wynberg	131	15
Caledon	47	7

Area	Sites which have applied	Not applied
George	72	35
Paarl	138	59
Vredenburg	22	49
Worcester	89	21
TOTAL	**1215**	**254**

Data for the following items only applies to those that had already applied and for each there are a number of sites for which data was missing. Figure 11 (based on data from 113 sites) shows that the number of months since starting the registration process varied considerably. While the majority are recent applications, clearly in response to the registration drive, there is a concerning 20% which reported that they had not been registered in three years and more.

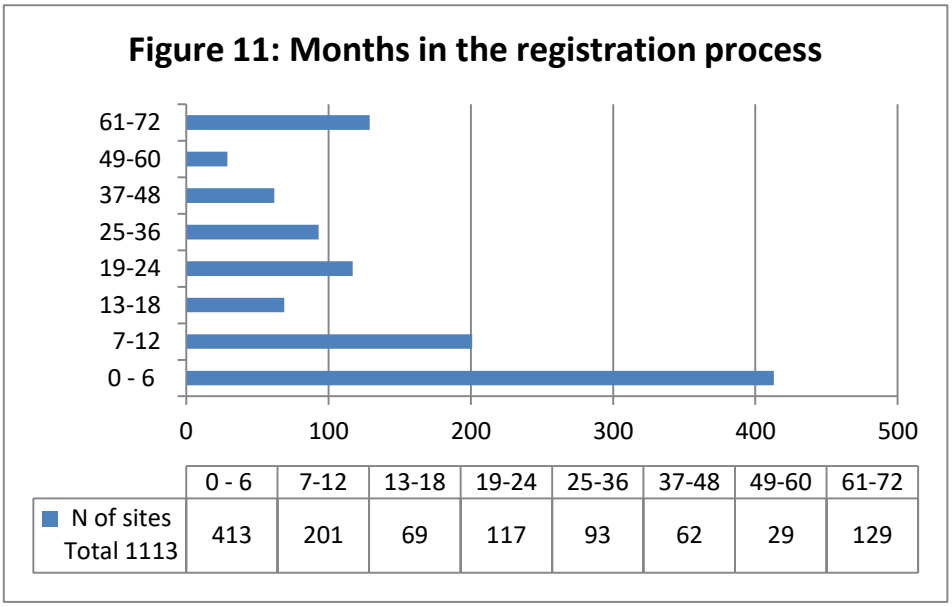


Table 5 summarises progress for the different municipal approvals including land use required approval, fire and health clearance.

Table 5: Municipal approvals

	Yes	No	Yes, not cleared	Not applied	Conditional	Total
Land Use Approval	611 (47%)	534 (41%)		148 (11%)		1293
Fire Inspection and Report	547 (41%)	669 (51%)	108 (8%)			1324
Health Certificate	614 (46%)	610 (46%)		88 (7%)	17 (1%)	1329

The question about fire inspection may have been misunderstood – while a *no* answer should refer to not having had an inspection or report, some of the *no* responses to this item may include sites which have applied but not yet met the requirements. In any event fire clearance is the greatest gap in meeting municipal requirements, followed by health and land use approval. There are differences

across areas and Khayelitsha (73%), Mitchells Plain (61%) and Cape Town (60%) have the greatest proportion of non-approvals for land use. In the Metro Mitchells Plain (56%) and Cape Town (57%) have the highest percentage of non-approvals for health, and in the Non-Metro areas, Worcester (59%) and George (56%). Bellville (60%) and Guguletu (58%) have the highest proportion of non-clearance for fire in the Metro, and Worcester (67%) in the non-Metro areas.

NPO registration

Non-profit sites wishing to access the subsidy need to be registered as non- profit organisations.

Only 19% of sites are registered as NPOs. Guguletu had the highest percentage of registrations at 41%, followed by Eerste River and Bellville at 27%, while George and Paarl had the lowest at 6% and 8 % respectively. Relatively few (8%) indicated that NPO registration was not applicable (i.e. they were businesses) and it is not clear how many of the 54% who had never applied would be eligible.

3.4 Enrolment Data

In this section total enrolment by area, ratios, access to children with disabilities and for infants and toddlers as well as language breakdowns and medium of teaching and learning are covered.

Table 6: Numbers of children and child: adult ratios in unregistered sites

Area	Total children	Total Practitioners	Children per practitioner
Athlone	1753	162	10.8
Bellville	10419	924	11.3
Cape Town	5392	487	11.1
Eerste River	2552	226	11.3
Guguletu	3503	138	25.4
Khayelitsha	1412	203	7.0
Mitchells Plain	4764	369	12.9+
Wynberg	5785	653	8.9
Caledon	2137	163	13.1
George	3569	317	11.3
Paarl	7179	676	10.6
Vredenburg	2531	245	10.3
Worcester	3569	317	11.3
TOTAL	**54565**	**4880**	**11.2**

+Estimation from staff register

54,565 children attend unregistered sites that were part of this audit. The greatest number are in Bellville, which was not audited in the previous departmental audit (September, 2009) followed by Paarl. The ratio of practitioners to children, based on actual numbers in the playrooms and not including non-teaching supervisors, was 11.2 overall. It was not possible to establish whether age norms for ratios

were followed as groups of children were seldom organised according to the age breakdowns given in the DoSD norms and standards.

Table 7 gives the number of sites with enrolments of less than 20 children as draft provincial policy proposes that these will not be eligible for the DoSD per child subsidy except in rural areas. Overall more than a quarter of unregistered sites fall within this category. In the Metro they make up 25 % and in the non-Metro which contains areas which would be exempt from this requirement 33%.

Table 7: Number of sites with enrolment of less than 20 children

Area	Total sites	Enrolment <20	% of sites
Athlone	43	4	9
Bellville	263	80	30
Cape Town	137	46	34
Eerste River	76	21	28
Guguletu	55	1	2
Khayelitsha	56	18	32
Mitchells Plain	136	33	24
Wynberg	144	28	19
Caledon	52	15	29
George	106	37	35
Paarl	196	50	26
Vredenburg	75	18	54
Worcester	89	51	27
TOTAL	**1428**	**402**	**28**

Tables 8 and 9 examine the access to these sites of children with disabilities and of infants and toddlers, groups which in other audits have been shown to have limited access. The Children's Act prioritises children with disabilities for service provision. Disability is not defined in the Act and it is not clear whether this extends to mild disabilities and learning difficulties. However for purposes of the audit disability it is likely to refer to moderate to severe disability (something that would be evident to practitioners). As can be seen in Table 8 children with disabilities make up less than one percent of the enrolment in these sites.

Table 8: Number of children with disabilities

Area	Total children	Children with disabilities	%
Athlone	1753	1	.05
Bellville	10419	28	0.3
Cape Town	5392	19	0.4
Eerste River	2552	1	0.04
Guguletu	3503	27	0.08
Khayelitsha	1412	1	0.07
Mitchells Plain	4764	16	0.34
Wynberg	5785	37	0.64
Caledon	2137	17	0.8
George	3569	16	0.45
Paarl	7179	34	0.47
Vredenburg	2531	12	0.47
Worcester	3569	16	0.45
TOTAL	**54565**	**225**	**0.41**

Access to ECD programmes for infants and toddlers is often a challenge. Nationally, access to ECD sites is skewed to older children (Statistics South Africa, 2011). Table 9 gives the number of unregistered sites which reported that they have a group of children in which the youngest child falls within the 0 – 17 month or 18 – 35 month age group. This does not show how many children fall within those age groups (a site may have a single group of 0 – 5 year olds) but gives an indication that infants are accepted in a large number of the sites that were audited. Most sites accept children from 24 months. This does suggest that the smaller home based sites are a significant provider of care for infants and toddlers.

Data telephonically collected by Grassroots in the development of the linked Interactive ECD Database found 4489 0 – 18 month olds in unregistered sites on the audit database.

Table 9: Number of sites with children under 3

Area	0 – 17 months	18 – 35 months
Athlone	29	9
Bellville	155	79
Cape Town	77	47
Eerste River	56	15
Guguletu	65	3
Khayelitsha	42	6
Mitchells Plain	82	38
Wynberg	71	45
Caledon	29	7
George	69	24
Paarl	111	45
Vredenburg	41	13
Worcester	43	11
TOTAL	**870**	**342**

Languages of learning and teaching in sites

Table 10 indicates the home languages of children enrolled and the languages of teaching. This is important because of a provincial commitment to additive multilingualism which prioritises mother tongue instruction and also an emerging policy direction to strengthen the introduction of the English language.

Table 10: Home and teaching languages by number of sites

	English	Afrikaans	Xhosa
Home languages of children	941	1051	681
Language of teaching	1033	941	534

While many sites have children with different home languages, Afrikaans is the most common home language, followed by English and Xhosa. Many sites also use more than one language for teaching and learning but there is greater use of English than either Afrikaans or Xhosa. Relatively fewer sites serve Xhosa speaking children.

Instruction in the home language of the majority of children was reported in 1340 sites and only 8% of sites do not use home language of the majority of children as a means of instruction.

3.5 Safe and Healthy Environment

This section of the questionnaire was based on the Guidelines for ECD Services and Children's Act norms and standards, which relate to registration as a partial care facility. Table 11 provides a summary for the province of the number and percentage of sites complying or not. Details were relatively consistent across areas and where there are major discrepancies these are noted in the text below. Tables in Appendix 1 give details for each area.

Areas where health and safety of the outside area was a problem in many sites included Guguletu (17%), Khayelitsha (25%) and George (24%). 23% of structures in Khayelitsha, 17% in Guguletu and 15% in Mitchells Plain were rated as unsafe. A substantial 46% of sites in Khayelitsha were also reported to be poorly maintained.

Emergency equipment in the form of serviced fire extinguishers was generally a problem but most substantially in sites in Cape Town (39%), and in George (48%), Vredendal (43%) and Worcester (54%). Emergency contacts were most lacking in sites in Khayelitsha (46%), Mitchells Plain (33%) and Worcester (33%). Not having a trained first aider on the staff was most common in sites in Eerste River (46%), Khayelitsha (54%), George (43%) and Vredenburg (63%).

Insufficient outdoor play space was most prevalent in Guguletu (31%), Khayelitsha (32%), Mitchells Plain (30%) and Caledon (29%).

Sufficient toilets or potties were especially lacking in Mitchells Plain (21%) and Vredenburg (20%). Separate nappy change areas were a general problem especially in Guguletu (59%), Vredenburg (48%), Khayelitsha (43%), Eerste River, Mitchells Plain and George (42% each).

Some of the problems highlighted relate to infrastructure and will be more challenging to address, but some such as those relating to emergencies – availability of a serviced fire extinguisher, a list of emergency contacts and having a first aider on the staff could be prioritised without much cost.

Table 11: Health and Safety Standards

Standard	Yes	No
The Site is fenced	1289 (90%)	149 (10%)
Site is clear of health and safety hazards outside	1287 (90%)	149 (10%)
Structure is safe	1327 (92%)	113 (8%)
Building is light and ventilated	1379 (96%)	55 (4%)
Flooring and walls are washable/ easily cleaned	1304 (91%)	130 (9%)
Site is safe inside	1365 (95%)	69 (5%)
Site has fire extinguisher, serviced	1036 (73%)	392 (27%)
Site has emergency contact list	1108 (78%)	318 (22%)
Site is well maintained	1297 (91%)	132 (9%)
Site is clean	1325 (92%)	110 (8%)
Enough space for children to play outside	1210 (84%)	222 (16%)
Separate kitchen/cooking area	1252 (88%)	174 (12%)
Separated area for children who are sick (sick bay)	785 (59%)	541 (41%)
Running water or access to clean water	1418 (98%)	27 (2%)
Sufficient toilet facilities or potties	1296 (90%)	137 (10%)
Separate nappy changing area for infants and toddlers +	826 (70%)	356 (30%)
First Aider on Staff	1002 (70%)	436 (30%)
First Aid Box	994 (70%)	426++ (30%)

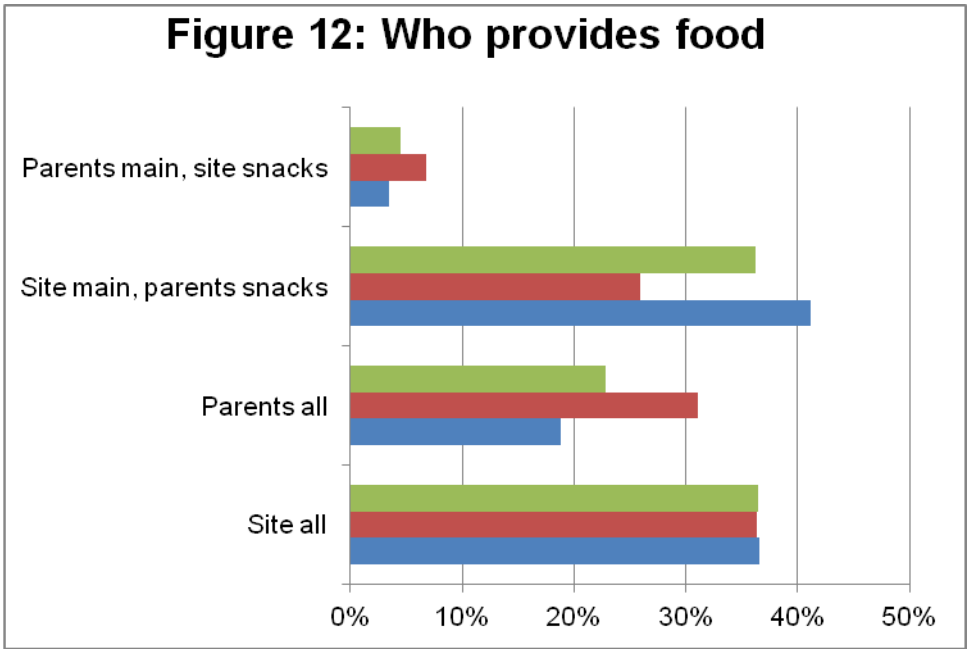
+ Where applicable + +No or understocked

3.6 Food and Nutrition

Good nutrition is an essential part of a good quality ECD programme and particularly for children in more disadvantaged communities where food and nutrition security is a problem.

1318 sites reported provision of food of some kind including meals and snacks. Two main meals are most often served and two snacks. A very small number of sites serve three or four snacks or meals.

Who provides meals and snacks is shown in Figure 12. As can be seen in both the Metro and Non-Metro about 36% of sites provide all food. In Non-Metro areas there are more sites where parents provide all the meals, while in the Metro more sites provide main meals and parents the snacks.



The menu is displayed in the majority of sites which provide food (78%). Food was reported to be stored properly in 90% of sites and to be nutritious and balanced in 89% of sites. It must be noted that the ECD assistants who did the rating of how nutritious the food is, are not experts and are also unlikely to have been able to judge sufficiency or age appropriateness of menus. Further, they may not have checked actual food but relied on displayed menus. Also, parents often send inappropriate food with their children. In Vredenburg (32%) and Worcester (28%) quite substantial proportions of sites were considered not to provide nutritious food. This may be related to parents providing a great deal of the food in the non-Metro areas.

Certainly, it is a concern that the poorest children may not be receiving adequate nutrition at the ECD centres, an issue also noted as a concern in the PETS study (Departments of Basic Education, Social Development, and UNICEF, 2010).

Energy sources for cooking are shown in Table 12.

Table 12: Main energy source for cooking

Source	Paraffin	Gas	Electricity	Combination
TOTAL	86 (7%)	174 (14%)	918 (73%)	77 (6%)

Most sites had access to electricity for cooking though some used a combination of sources. There is relatively little reliance on paraffin which is a more dangerous energy source.

3.7 Governance and Administration

Management scores based on governance and administration procedures have been shown to link with site programme quality (Dawes, Biersteker, Hendricks & Tredoux, 2010; OECD, 2006).

Although assessors were instructed to check records and documents to score many of the items in this section of the audit, it was recognised that management committees often hold certain records and a response category indicating that the respondent had answered positively but that a document was not seen, was included.

Response rates on the number of management committee members and also on whether the site was a business were poor. This may be because many small scale private operators intend to register as NPOs in order to qualify for the subsidy.

Basics of governance procedure are given in Table 13.

Table 13: Number and percentage of sites with formal governance arrangements and practices

	Yes	Yes: no document	No
Site has a constitution	932 (71%)	114(9%)	267(20%)
Governing body/management committee minutes available	608 (46%)	232 (17%)	494 (37%)
Is the governance structure functioning (meeting, AGMs etc)	713 (60%)	-	436 (40%)

Overall, most sites are constituted and 60% provided some indication of a functioning governance structure. There were area variations and, for example, in George and Worcester about 40% of sites were not constituted. In comparison with the registered Western Cape community sites surveyed for the PETS study (Department of Basic Education et al, 2010) a lower percentage of these sites kept minutes and functioning governance structures.

Table 14 shows the financial records that sites keep. This table uses verified documents for a *yes* score.

Table 14: Financial records

Number of sites responded +	Bank account %	Receipt book %	Fees register %	Petty cash book %	Monthly budget %	Annual budget %	Financial reports %	Annual financial statement %
1404-1422	62	85	83	44	58	46	52	46

+ Numbers of responses varied across items due to missing data and the range is given.

Generally financial record keeping in unregistered sites is unsatisfactory, particularly in respect of petty cash books, budgets and financial reports of different kinds. Across the different areas, sites in Eerste River, Khayelitsha, Mitchells Plain, George and Worcester are generally the weakest in financial recording. Lack of financial statements and budgets mirrors the situation identified in the PETS study for registered community sites in the Western Cape.

Table 15: Child records kept

Number sites responded	Application form %	Admission form %	Medical record %	Accident/ incident book %	Medicine book %	Attendance register %
1422-1435	85	87	80	75	71	90

The majority of sites kept reasonable child records though more attention is needed especially for medicine books and accident records. This too was found in the PETS study. Khayelitsha and Worcester were below average on almost every category.

Table 16: Staffing records

Number sites responded	Job description %	Employment contract %	Staff development plan %
1277 – 1309	62	55	45

As can be seen in Table 16, sites were also weak in terms of their contracting with staff and planning for their development. A fairly high non- response rate suggests that the situation may be worse than reflected. Khayelitsha , and George sites were particularly challenged in this area and Mitchell's Plain, Caledon and Worcester also below average.

The percentages of sites who have policies regarding HIV, child abuse and admission are given in Table 17. As can be seen this is very low and the fact that there is no HIV or child abuse policy in approximately half of the sites is a serious concern, given the DoSD guidelines. George, Caledon and Worcester sites were most below average with regard to policies. Cape Town area sites were also quite weak as were those in Khayelitsha.

Table 17: Site policies

Number sites responded	HIV/Aids %	Child abuse %	Admission %
1305 - 1317	51	46	63

3.8 The Educational Programme, Equipment and Activities

The number of responses on this particular subset of items was relatively lower than for other sections of the audit. This may be that it required observation and that ECD assistants did not/ were unable to spend sufficient time in the sites for this, although observation was a required component of the audit procedure. Numbers of sites for which data was available were particularly low for Worcester relative to the total sites in that area.

Daily programme of activities

On average 85% of sites display a daily programme of activities. This is least common in sites in Worcester (42%), Vredenburg (64%) and Caledon (69%).

Tables 18 and 19 below give the activities usually done during the day. While ECD assistants were required to note what children were doing during the audit visit, the time spent in many sites was insufficient to generate much information and as many visits were in the afternoon when the main organised activities for the day are usually over, these tables are based on information given by the person interviewed at each site. Reliability is questionable especially as scrutiny of responses on the equipment available suggests that in some sites there was little or no equipment to support the reported activities. Khayelitsha and Worcester are low on all activities suggesting that the persons interviewed had little idea of what might be expected in a daily programme.

Table 18: Daily activities as reported by the person interviewed

Number of sites responded	Blocks %	Books %	Drawing/ Painting %	Make believe %	Music %	TV and Radio %	Educational Toys %	Group times %
1130 – 1165	83	89	88	79	90	66	87	88

Table 19: Daily activities as reported by person interviewed

Number of sites responded	Outside Play %	Sandpit %	Routines %	Rest %
1124-1165	91	53	90	87

Relatively few sites provided sand play which is an important opportunity for sensopathic and mathematical play (though maintaining sandpit hygiene is onerous). Substantially fewer Khayelitsha and Worcester sites reported that they offered a range of activities. Given that some sort of routine or rest is likely, the very low responses in Worcester of 32% and 36% for routines and rest respectively may reflect a lack of understanding that these are part of the standard daily programme.

Inside furniture and equipment

Many of the sites lacked basic furniture either having none at all or more often insufficient for the number of children. In the case of cots and mattresses, this is a serious hygiene and health issue. Table 20 shows the percentage of sites with sufficient chairs, mattresses or cots and tables. Tables were particularly lacking in Guguletu (24%) and Khayelitsha (28%). George was worst off in terms of mattresses and cots (49%).

Table 20: Percentage of Sites with Sufficient Indoor Furniture

No of sites responded	Sufficient Chairs %	Sufficient Mattresses/ Cots %	Sufficient Tables %
1351-1357	71	68	69

Play equipment

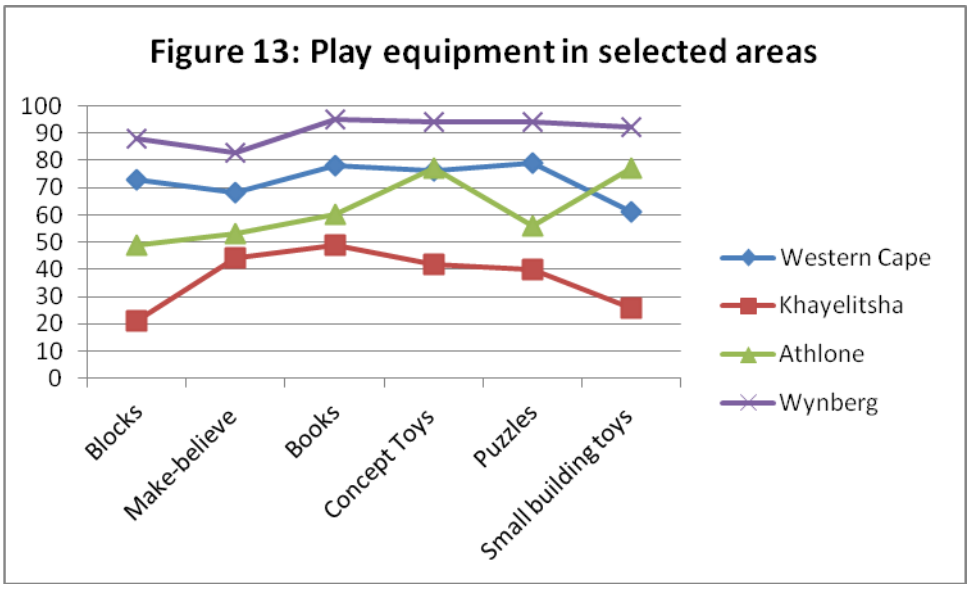
In order to offer an ECD programme which supports children's development a range of activities needs to be provided, and availability of educational materials and equipment (improvised or bought) is essential. Assessors observed and rated equipment in sites. The survey instrument had provided for observing each group as it has been found in previous work that infant and toddler units tend to be less well equipped. However, there was little differentiation, possibly because many of the sites had mixed age groupings sharing rooms/spaces and Tables 21 and 22 below are based on a single room from each site. Overall, in the areas audited, sites appear to be relatively equipped with the lowest category

being linked construction materials e.g. Lego. However Figures 13 and 14[2] below compare the availability of play equipment and materials across selected areas indicating how socio-economic differences affect their availability.

Play materials in 73% of sites were rated as being in adequate condition. Areas which had fewer sites with materials in adequate condition included Khayelitsha (26%), Worcester (44%) and George (56%).

Table 21: Percentage of sites with adequate play equipment

Number of sites responded	Blocks %	Make-believe %	Books %	Concept Toys %	Puzzles %	Small building toys %
1335-1350	73	68	78	76	79	61

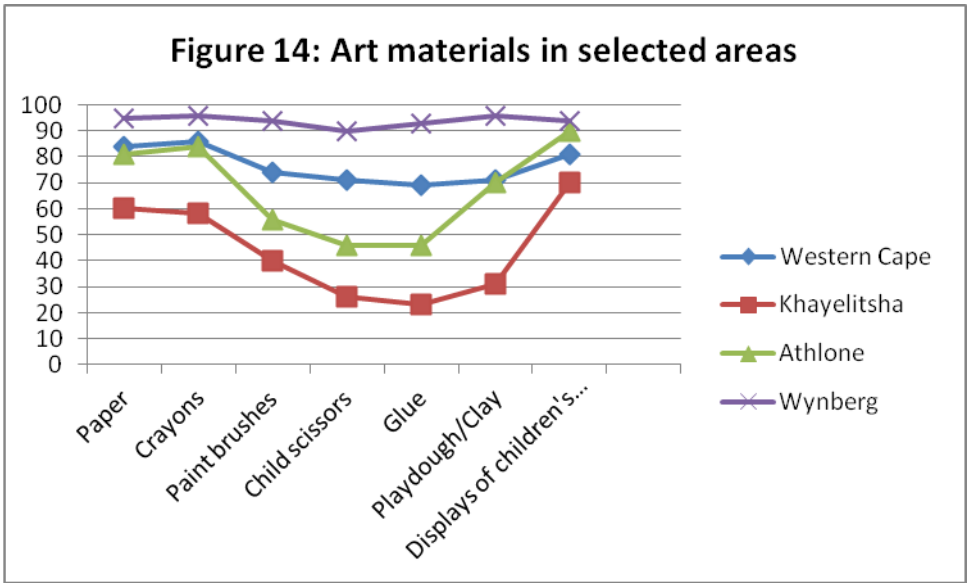


Art materials such as paper, drawing, cutting and pasting and dough help children to develop fine motor capabilities important for schooling, to express creativity and to develop symbolic representation an essential part of literacy. Table 22 indicates the percentage of sites which have access to these which is reasonably high across the different areas. There are however area differences and Figure 14 provides a comparison of the availability of art materials across selected areas. Further details are available in Appendix 1.

[2] Categorical data would correctly be represented as a bar graph but the line grapsh shows area differences more clearly.

Table 22: Percentage of Sites with Adequate Art Materials

Number of sites responded	Paper %	Crayons %	Paint and brushes %	Child scissors %	Glue %	Playdough /clay %	Children's work, posters %
1333-1345	84	86	74	71	69	71	81



Outside play equipment

Physical play is a critical part of an ECD programme and, as well as promoting physical development and health, has been indicated to support cognitive and social development (Draper, Achmat, Forbes & Lambert, 2011). Table 23 gives the percentage of sites who have large and small equipment suitable for promoting gross motor development. It is clear that the majority of sites do not have large outdoor equipment and this may be because very many of them are not located in custom built premises and also because of the the lack of suitable outdoor play space noted in Table 11 above. More of them have small outdoor equipment but even this is limited though it is relatively inexpensive. Attention needs to be given to raising awareness of the need for this kind of play.

Table 23: Outside Play Equipment

Number of sites responded	Jungle Gym/ Climbing frame %	Swings %	Other(e.g. Tyres, Tunnel) %	Small outdoor e.g. balls, ropes, hula hoops, wheel toys, bean bags %
1376-1378	46	46	46	58

Overall findings of this audit support the recommendation of the PETS study for the necessity of assistance with play materials.

Practitioner role

A very simple assessment was made of two basic aspects of the practitioner's role based on observation by the assessor: positive supervision and facilitation of learning. Consistent positive supervision was defined as warm, good and age appropriate control of the class as opposed to supervision being either too loose for children to feel and be safe and secure or too harsh and restrictive. Facilitation of learning opportunities was defined as moving about as children play, assisting and talking about what they do as compared with little interaction with the children.

Table 24: Percentage of Sites Where Practitioners Maintain Positive Supervision and Facilitate Learning

Practitioner Role	Number of sites	Yes %
Practitioner maintains consistent positive supervision	1366	79
Practitioner facilitates learning opportunities for children	1372	94

Table 24 indicates that supervision and learning facilitation were generally good. Khayelitsha and Worcester were reported as lowest in consistent supervision (60% and 62% respectively). The very high percentage of positive responses for facilitation may be an overrating but does indciate that practitioners are engaging with the children in some way.

4. SUMMARY AND IMPLICATIONS OF AUDIT FINDINGS

The audit of unregistered sites points to several areas for further discussion and follow-up and provides an estimation of the extent of many of the issues that the DoSD and Service Providers who work with it seek to address through different interventions.

1. Many of the practitioners and less so the principals of the unregistered sites are relatively inexperienced in the ECD sector and there are substantial initial and further training needs mostly at Levels 4 and 5.
2. The substantial number of nearly 55000 children in unregistered sites and the fact that the majority of these sites have been operating for more than three years suggests that they are a needed resource rather than small mushrooming enterprises and confirms the urgency of ensuring that they become compliant and offer a quality service.
3. The audit confirms the lack of access for children with disabilities to centre based ECD services. It does however indicate that many sites make some provision for infants and toddlers which is generally underprovided, though we do not have accurate data on the number of places.
4. Many sites charge relatively low fees and are therefore likely to be in need of subsidisation if they are to offer a quality service. However, over a quarter of them cater for less than 20 children and would not be eligible for subsidisation in terms of draft provincial policy. This suggests the need for strategies such as clustering, or joining up in a single centre to become viable both programmatically and administratively.
5. Most sites had applied for registration and joined the process recently, which indicates the impact of the registration drive. Municipal requirements remain a serious barrier to registration. The location of so many unregistered sites in houses, garages and backyard structures is a challenge for improvements to infrastructure.
6. Most sites have introduced English if it is a second language and the majority use the home language of children as the primary language of teaching.
7. Sites are generally compliant with partial care registration requirements though emergency procedure, fire equipment and trained first aiders on site need attention.
8. Food and nutrition as a critical component of the ECD programme needs detailed further study but this audit indicated a considerable reliance on parents to provide meals and/or snacks. In poorer areas this is likely to affect the quality and sufficiency of the nutrition offered.
9. While many sites do have operating governance structures, financial record keeping and budgeting is limited, as it is in registered sites, there is a need to tighten up on staff policies and on medicine and accident and incident books. The need for continued attention to management training is indicated.
10. Educational equipment and materials is lacking in poorer areas which limits children's opportunities for play and development. Assistance in making and/or sourcing equipment and training in basic ECD programming on a wide scale are critical to enabling sites to provide an ECD programme in addition to care and protection for young children.

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Appendix 1 Summaries by Area

GENERAL INFORMATION

Type of structure

Area	Formal Building	Flat	Comm-unity Hall	Converted Garage	Shack	House	Back Yard Room	Religious Building	School	Container
Athlone	7	1	1	5	0	16	3	7	2	1
Bellville	38	8	9	13	38	81	23	19	13	1
Cape Town	28	0	5	2	15	68	5	9	3	2
Eerste River	17	1	15	15	8	14	9	3	0	2
Guguletu	13	0	3	3	26	15	8	1	0	2
Khayelitsha	11	1	1	2	28	8	3	1	0	1
Mitchells Plain	5	0	6	12	14	61	5	8	3	0
Wynberg	47	1	7	4	13	41	8	12	3	3
Caledon	28	1	0	0	9	12	3	0	0	0
George	29	3	1	5	19	24	21	5	0	0
Paarl	90	1	4	11	16	35	18	5	4	0
Vredenburg	20	1	4	7	8	21	2	3	3	0
Worcester	55	2	3	1	2	21	0	9	0	1
TOTAL	**388**	**20**	**59**	**80**	**196**	**417**	**108**	**82**	**31**	**13**

Years of existence

Area	Less than a year	1 to 2 years	3 to 4 years	5 years and over
Athlone	3	1	7	32
Bellville	23	43	44	153
Cape Town	26	20	16	75
Eerste River	4	13	22	37
Guguletu	0	4	9	56
Khayelitsha	11	20	10	16
Mitchells Plain	2	19	38	75
Wynberg	7	17	20	97
Caledon	8	5	3	36
George	12	19	28	48
Paarl	18	20	26	126
Vredenburg	7	10	13	41
Worcester	8	11	11	66
TOTAL	**129**	**202**	**247**	**858**

Days of operation

Area	Weekdays only	Weekdays and Saturdays	Seven Days
Athlone	43	0	0
Bellville	260	3	1
Cape Town	137	1	0

Area	Weekdays only	Weekdays and Saturdays	Seven Days
Eerste River	74	0	3
Guguletu	68	2	1
Khayelitsha	55	2	0
Mitchells Plain	135	1	0
Wynberg	142	1	2
Caledon	54	0	1
George	100	1	6
Paarl	194	0	1
Vredenburg	69	1	1
Worcester	100	1	0
TOTAL	**1431**	**13**	**16**

Hours per day

Area	Two or less hours	Four to six hours	Six to eight hours	Nine or more hours
Athlone	0	2	4	37
Bellville	2	10	12	239
Cape Town	0	9	1	128
Eerste River	1	4	4	66
Guguletu	0	0	2	69
Khayelitsha	0	2	0	54
Mitchells Plain	0	1	0	136
Wynberg	2	21	10	108
Caledon	0	14	7	33
George	0	8	10	89
Paarl	0	25	9	159
Vredenburg	0	9	2	60
Worcester	0	11	32	56
TOTAL	**5**	**116**	**93**	**1234**

STAFFING

Volunteers: Number of volunteers

Area	Number of volunteers	Number of sites with volunteers
Athlone (43)	11	5
Bellville	144	85
Cape Town	81	39
Eerste River	51	31
Guguletu	35	20
Khayelitsha	22	19
Mitchells Plain	71	53
Wynberg	99	34
Caledon	53	15
George	29	20
Paarl	56	35
Vredenburg	24	14
Worcester	21	11
TOTAL	**697**	**381**

Do staff have clearance in terms of Part B of the Child Protection Register?

Area	Yes	Applied and Waiting	No
Athlone	0	28	15
Bellville	66	133	62
Cape Town	59	29	50
Eerste River	21	31	24
Guguletu	18	28	24
Khayelitsha	3	18	36
Mitchells Plain	9	49	79
Wynberg	45	23	77
Caledon	12	3	35
George	23	5	79
Paarl	42	43	88
Vredenburg	21	9	41
Worcester	9	15	56
Total	**328**	**414**	**666**

Initial training needs: Principals

Area	N untrained	Untrained by formal education levels			
		Primary incomplete	Primary complete	High school incomplete	High school complete
METRO	**238**	**13**	**20**	**103**	**73**
Athlone	15	1	1	7	4
Bellville	56	3	3	28	20
Cape Town	55		5	22	22
Eerste River	15			10	3
Guguletu	13	1	1	4	7
Khayelitsha	29	7	5	11	6
Mitchells Plain	23	1	2	12	5
Wynberg	32		3	9	6
NON-METRO	**154**	**25**	**14**	**51**	**41**
Caledon	15	2		3	6
George	36	3	4	12	11
Paarl	46	12	4	18	10
Vredenburg	36	3	3	9	11
Worcester	21	5	3	9	3
TOTAL	**392**	**38**	**34**	**154**	**114**

Initial training needs: Practitioners

Area	N untrained	Untrained by formal education levels			
		Primary incomplete	Primary complete	High school incomplete	High school complete
METRO	**1346**	**66**	**85**	**699**	**417**
Athlone	66	6	1	36	23
Bellville	380	19	18	203	125
Cape Town	199	5	18	89	66
Eerste River	99	2	3	50	35
Guguletu	98	4	8	61	23
Khayelitsha	92	9	7	56	19
Mitchells Plain	145	10	12	84	36
Wynberg	267	11	18	120	90
NON-METRO	**505**	**55**	**45**	**214**	**171**
Caledon	47	8	4	27	6
George	136	6	7	66	52
Paarl	161	22	20	60	52
Vredenburg	117	7	11	46	50
Worcester	44	12	3	15	11
TOTAL	**1851**	**121**	**130**	**913**	**588**

Development training needs: Principals

Area	Level 1 complete	Level 4 complete	Level 5 Cert complete	Level 5 Diploma
METRO	**140**	**183**	**95**	**25**
Athlone	3	7	9	2
Bellville	49	56	16	5
Cape Town	13	24	16	8
Eerste River	12	11	9	2
Guguletu	15	13	7	2
Khayelitsha	13	12	3	
Mitchells Plain	17	28	20	1
Wynberg	18	32	15	11
NON-METRO	**56**	**67**	**39**	**21**
Caledon	10	9	2	
George	10	17	9	12
Paarl	25	25	25	5
Vredenburg	6	12	2	4
Worcester	5	4	1	
TOTAL	**196**	**250**	**134**	**46**

Development training needs: Practitioners

Area	Level 1 complete	Level 4 complete	Level 5 Cert complete	Level 5 Diploma
METRO	**290**	**291**	**136**	**37**
Athlone	16	23	7	0
Bellville	89	91	39	6
Cape Town	48	50	30	6
Eerste River	16	12	6	3
Guguletu	24	15	7	2
Khayelitsha	12	4	1	0
Mitchells Plain	36	45	15	2
Wynberg	49	51	31	18
NON-METRO	**114**	**134**	**61**	**25**
Caledon	16	5	1	2
George	19	35	22	4
Paarl	48	65	34	17
Vredenburg	17	20	2	2
Worcester	14	9	2	0
TOTAL	**404**	**425**	**197**	**62**

REGISTRATION PROCESS

Months in the registration process

Area	0 - 6	7-12	13-18	19-24	25-36	37-48	49-60	61-72
Athlone	26	2	0	3	0	0	0	1
Bellville	72	31	19	24	26	16	9	35
Cape Town	31	46	8	10	3	1	1	8
Eerste River	17	5	11	12	11	4	4	8
Guguletu	23	3	3	2	2	5	5	23
Khayelitsha	15	7	3	8	10	5	3	6
Mitchells Plain	30	5	1	19	8	15	0	14
Wynberg	32	34	4	10	12	10	2	21
Caledon	25	4	0	2	0	2	0	2
George	26	13	10	3	9	3	1	4
Paarl	61	35	9	16	7	1	3	6
Vredenburg	8	6	1	4	2	0	1	0
Worcester	47	10	0	4	3	0	0	1
TOTAL	**413**	**201**	**69**	**117**	**93**	**62**	**29**	**129**

Land use approval

Area	Yes	No	Not yet applied
Athlone	16	14	12
Bellville	133	86	26
Cape Town	32	82	22
Eerste River	27	37	6
Guguletu	31	19	17
Khayelitsha	9	41	6
Mitchells Plain	47	77	2
Wynberg	68	55	21
Caledon	36	14	3
George	41	22	18
Paarl	109	44	11
Vredenburg	21	1	0
Worcester	41	42	4
TOTAL	**611**	**534**	**148**

Health certificate

Area	Yes	No	Conditional Health Certificate	Not yet applied
Athlone	17	14	2	8
Bellville	127	112	3	17
Cape Town	44	78	1	14
Eerste River	37	33	1	1
Guguletu	54	13	0	0
Khayelitsha	30	24	1	2
Mitchells Plain	53	73	3	2
Wynberg	58	55	5	27
Caledon	35	16	1	2
George	31	48	0	6
Paarl	69	89	0	9
Vredenburg	21	1	0	0
Worcester	38	54	0	0
TOTAL	**614**	**610**	**17**	**88**

Fire inspection/report

Area	Yes	No	Yes not cleared
Athlone	15	22	6
Bellville	76	154	28
Cape Town	54	69	12
Eerste River	38	30	6
Guguletu	25	39	3
Khayelitsha	37	20	0
Mitchells Plain	80	39	11
Wynberg	53	67	24
Caledon	24	27	3
George	35	43	6
Paarl	70	89	8
Vredenburg	11	9	1
Worcester	29	61	0
TOTAL	**547**	**669**	**108**

NPO registration

Area	Yes	No	Never applied	Not applicable
Athlone	6	16	13	8
Bellville	66	27	126	22
Cape Town	22	28	68	19
Eerste River	20	9	43	3
Guguletu	28	13	22	5
Khayelitsha	11	11	34	1
Mitchells Plain	21	81	24	6
Wynberg	30	20	86	7
Caledon	13	7	24	8
George	7	11	71	18
Paarl	16	25	156	0
Vredenburg	9	7	50	5
Worcester	18	9	51	14
TOTAL	**267**	**264**	**768**	**116**

ENROLMENT

Languages spoken by children

Area	English	Afrikaans	Xhosa
Athlone	43	37	19
Bellville	191	221	95
Cape Town	122	73	68
Eerste River	56	59	36
Guguletu	33	14	65
Khayelitsha	0	0	57
Mitchells Plain	117	85	64
Wynberg	155	76	65
Caledon	35	47	13
George	43	75	63
Paarl	72	224	50
Vredenburg	31	65	23
Worcester	43	75	63
TOTAL	**941**	**1051**	**681**

HEALTH AND SAFETY

The site is fenced

Area	Yes	No/inadequate
Athlone	40	3
Bellville	241	22
Cape Town	124	14
Eerste River	67	10
Guguletu	65	5
Khayelitsha	42	15
Mitchells Plain	121	16
Wynberg	137	7
Caledon	49	5
George	91	16
Paarl	181	13
Vredenburg	59	11
Worcester	72	12
TOTAL	**1289**	**149**

Site is clear of health and safety hazards outside

Area	Yes	No
Athlone	40	3
Bellville	250	14
Cape Town	135	3
Eerste River	74	3
Guguletu	58	12
Khayelitsha	43	14
Mitchells Plain	112	21
Wynberg	138	6
Caledon	45	9
George	83	24
Paarl	173	22
Vredenburg	60	10
Worcester	76	8
TOTAL	**1287**	**149**

Structure is safe

Area	Yes	No
Athlone	39	4
Bellville	256	6
Cape Town	135	3
Eerste River	75	2
Guguletu	59	12
Khayelitsha	44	13
Mitchells Plain	116	20
Wynberg	136	8
Caledon	49	5
George	95	12
Paarl	187	10
Vredenburg	60	10
Worcester	76	8
TOTAL	**1327**	**113**

Building is light and ventilated

Area	Yes	No
Athlone	41	2
Bellville	257	5
Cape Town	136	2
Eerste River	73	2
Guguletu	68	2
Khayelitsha	54	3
Mitchells Plain	121	13
Wynberg	144	0
Caledon	51	3
George	103	4
Paarl	188	9
Vredenburg	61	9
Worcester	82	1
TOTAL	**1379**	**55**

Flooring and walls are washable and can be easily cleaned

Area	Yes	No
Athlone	43	
Bellville	246	15
Cape Town	128	10
Eerste River	70	6
Guguletu	57	13
Khayelitsha	47	10
Mitchells Plain	125	12
Wynberg	138	5
Caledon	50	4
George	97	10
Paarl	177	17
Vredenburg	53	17
Worcester	73	11
TOTAL	**1304**	**130**

Site is safe inside

Area	Yes	No
Athlone	39	3
Bellville	253	8
Cape Town	136	2
Eerste River	77	0
Guguletu	65	5
Khayelitsha	51	6
Mitchells Plain	123	14
Wynberg	140	3
Caledon	49	5
George	102	5
Paarl	189	6
Vredenburg	63	7
Worcester	78	5
TOTAL	**1365**	**69**

Site has fire extinguisher, serviced

Area	Yes	No
Athlone	34	9
Bellville	209	53
Cape Town	84	54
Eerste River	57	20
Guguletu	61	9
Khayelitsha	44	13
Mitchells Plain	106	20
Wynberg	130	14
Caledon	38	16
George	56	51
Paarl	139	58
Vredenburg	40	30
Worcester	38	45
TOTAL	**1036**	**392**

Site has emergency contact list

Area	Yes	No
Athlone	38	5
Bellville	208	53
Cape Town	114	24
Eerste River	59	18
Guguletu	50	20
Khayelitsha	31	26
Mitchells Plain	85	41
Wynberg	128	16
Caledon	47	7
George	88	19
Paarl	154	42
Vredenburg	50	19
Worcester	56	28
TOTAL	**1108**	**318**

Site is well maintained

Area	Yes	No
Athlone	39	4
Bellville	246	16
Cape Town	128	10
Eerste River	73	1
Guguletu	65	5
Khayelitsha	44	13
Mitchells Plain	113	22
Wynberg	140	4
Caledon	50	4
George	94	13
Paarl	179	15
Vredenburg	60	10
Worcester	66	15
TOTAL	**1297**	**132**

Site is clean

Area	Yes	No
Athlone	39	4
Bellville	244	19
Cape Town	134	4
Eerste River	77	0
Guguletu	64	6
Khayelitsha	50	7
Mitchells Plain	109	27
Wynberg	140	4
Caledon	49	5
George	100	7
Paarl	182	12
Vredenburg	61	9
Worcester	76	6
TOTAL	**1325**	**110**

There is enough space for children to play outside

Area	Yes	No
Athlone	40	3
Bellville	235	27
Cape Town	117	21
Eerste River	69	7
Guguletu	48	22
Khayelitsha	39	18
Mitchells Plain	94	40
Wynberg	135	9
Caledon	38	16
George	82	25
Paarl	172	23
Vredenburg	62	8
Worcester	79	3
TOTAL	**1210**	**222**

There is a separate kitchen/cooking area

Area	Yes	No
Athlone	41	2
Bellville	249	14
Cape Town	115	23
Eerste River	71	6
Guguletu	68	2
Khayelitsha	54	3
Mitchells Plain	120	17
Wynberg	123	18
Caledon	41	9
George	85	21
Paarl	158	33
Vredenburg	63	6
Worcester	64	20
TOTAL	**1252**	**174**

There is running water or access to clean water

Area	Yes	No
Athlone	42	1
Bellville	261	2
Cape Town	138	0
Eerste River	77	0
Guguletu	67	3
Khayelitsha	54	3
Mitchells Plain	127	9
Wynberg	144	0
Caledon	52	2
George	107	0
Paarl	191	4
Vredenburg	69	1
Worcester	89	2
TOTAL	**1418**	**27**

There are sufficient toilet facilities or potties (Toilet 1:20 children, potties 1:5 toddlers)

Area	Yes	No
Athlone	39	4
Bellville	244	16
Cape Town	124	14
Eerste River	75	2
Guguletu	61	9
Khayelitsha	51	6
Mitchells Plain	109	26
Wynberg	133	11
Caledon	48	6
George	99	8
Paarl	184	12
Vredenburg	58	12
Worcester	71	11
TOTAL	**1296**	**137**

There is a separate nappy changing area for sites with infants and toddlers

Area	Yes	No	Not applicable
Athlone	30	6	7
Bellville	180	42	40
Cape Town	92	37	9
Eerste River	36	26	15
Guguletu	20	29	21
Khayelitsha	32	24	1
Mitchells Plain	55	40	41
Wynberg	100	16	27
Caledon	26	13	13
George	49	35	23
Paarl	121	42	11
Vredenburg	31	29	10
Worcester	54	17	9
TOTAL	**826**	**356**	**227**

First aid box

Area	Yes	Not available	Available but under-stocked	First Aider on staff
Athlone	32	4	7	34
Bellville	191	16	54	208
Cape Town	100	31	7	97
Eerste River	46	4	26	41
Guguletu	54	8	8	47
Khayelitsha	42	8	7	26
Mitchells Plain	68	13	42	96
Wynberg	123	5	17	123
Caledon	34	8	12	47
George	57	21	28	61
Paarl	152	32	11	152
Vredenburg	45	15	10	26
Worcester	50	27	5	44
TOTAL	**994**	**192**	**234**	**1002**

There is a separated area for children who are sick (sick bay)

Area	Yes	No
Athlone	34	9
Bellville	150	11
Cape Town	73	65
Eerste River	50	27
Guguletu	36	34
Khayelitsha	29	28
Mitchells Plain	59	77
Wynberg	97	46
Caledon	29	25
George	61	45
Paarl	110	80
Vredenburg	19	50
Worcester	38	44
TOTAL	**785**	**541**

FOOD AND NUTRITION

How meals are provided

Area	All by site	All by parents	Site main meals. Parents snacks	Parents main meals, site snacks
Athlone	28	6	7	1
Bellville	83	29	131	5
Cape Town	69	31	25	3
Eerste River	20	12	33	8
Guguletu	19	10	41	0
Khayelitsha	19	5	30	3
Mitchells Plain	35	34	60	2
Wynberg	51	40	38	8
Caledon	19	16	10	7
George	27	26	40	6
Paarl	62	31	36	9
Vredenburg	28	28	13	1
Worcester	21	33	13	6
TOTAL	**481**	**301**	**477**	**59**

Number of main meals provided per day

Area	1	2	3	4
Athlone	7	30	4	1
Bellville	14	214	14	4
Cape Town	12	61	21	22
Eerste River	18	48	3	0
Guguletu	3	60	6	1
Khayelitsha	6	41	9	1
Mitchells Plain	17	110	2	2
Wynberg	21	83	15	2
Caledon	15	14	3	1
George	15	48	10	3
Paarl	38	74	24	7
Vredenburg	19	38	1	0
Worcester	20	37	10	0
TOTAL	**206**	**860**	**125**	**48**

Number of snacks provided per day

Area	1	2	3	4
Athlone	11	25	6	0
Bellville	70	159	8	3
Cape Town	22	85	6	1
Eerste River	20	45	3	2
Guguletu	11	58	1	0
Khayelitsha	22	33	1	0
Mitchells Plain	31	99	4	0
Wynberg	40	72	9	0
Caledon	17	15	0	0
George	37	39	1	0
Paarl	56	80	7	0
Vredenburg	37	30	1	1

Area	1	2	3	4
Worcester	15	34	4	0
TOTAL	**390**	**776**	**54**	**11**

Is the menu displayed?

Area	Yes	No
Athlone	35	6
Bellville	211	38
Cape Town	90	20
Eerste River	53	12
Guguletu	62	8
Khayelitsha	44	13
Mitchells Plain	97	24
Wynberg	84	38
Caledon	26	15
George	59	11
Paarl	104	29
Vredenburg	32	18
Worcester	28	34
TOTAL	**925**	**266**

Is food properly stored?

Area	Yes	No
Athlone	39	2
Bellville	230	21
Cape Town	103	18
Eerste River	66	1
Guguletu	67	3
Khayelitsha	50	7
Mitchells Plain	106	8
Wynberg	123	12
Caledon	39	11
George	80	2
Paarl	131	7
Vredenburg	61	7
Worcester	47	24
TOTAL	**1142**	**123**

Main energy source for cooking

Area	Paraffin	Gas	Electricity	Combination
Athlone	3	6	30	2
Bellville	18	46	166	14
Cape Town	4	15	84	4
Eerste River	0	1	64	5
Guguletu	5	21	30	4
Khayelitsha	2	16	33	4
Mitchells Plain	9	16	93	8
Wynberg	18	13	99	3
Caledon	6	3	26	6
George	0	12	58	8
Paarl	18	11	98	11

Area	Paraffin	Gas	Electricity	Combination
Vredenburg	0	7	53	2
Worcester	3	7	84	6
TOTAL	**86**	**174**	**918**	**77**

Food Quality: Are the meals and snacks nutritious?

Area	Yes	No
Athlone	40	1
Bellville	244	13
Cape Town	100	38
Eerste River	69	2
Guguletu	69	1
Khayelitsha	56	1
Mitchells Plain	106	11
Wynberg	125	11
Caledon	45	7
George	76	8
Paarl	148	2
Vredenburg	48	23
Worcester	54	21
TOTAL	**1180**	**139**

GOVERNANCE AND ADMINISTRATION

Does the Site have a Constitution?

Area	Yes	Yes no doc	No
Athlone	24	13	6
Bellville	193	4	12
Cape Town	105	15	18
Eerste River	69	1	6
Guguletu	66	2	2
Khayelitsha	51	4	2
Mitchells Plain	88	11	36
Wynberg	91	12	38
Caledon	23	13	14
George	44	13	43
Paarl	123	8	53
Vredenburg	27	3	4
Worcester	28	15	33
TOTAL	**932**	**114**	**267**

Availability of minutes

Area	Yes	Yes no doc	No
Athlone	10	17	15
Bellville	113	51	87
Cape Town	45	24	67
Eerste River	35	13	23
Guguletu	54	10	6
Khayelitsha	33	14	10
Mitchells Plain	42	24	66
Wynberg	49	15	74
Caledon	19	14	16
George	43	18	39

Area	Yes	Yes no doc	No
Paarl	117	15	46
Vredenburg	28	4	3
Worcester	20	13	42
TOTAL	**608**	**232**	**494**

Is the Governance structure functioning?

Area	Yes	No
Athlone	26	13
Bellville	140	90
Cape Town	44	66
Eerste River	42	26
Guguletu	59	9
Khayelitsha	32	25
Mitchells Plain	56	54
Wynberg	76	61
Caledon	25	20
George	37	32
Paarl	127	38
Vredenburg	26	3
Worcester	23	39
TOTAL	**713**	**476**

Financial records kept

Area	Number of sites responded	Bank Account %	Receipt book %	Fees Register %	Petty Cash Book %	Monthly Budget %	Annual Budget %	Financial reports %	Annual Financial Statement %
Athlone	42-43	74	93	98	63	79	63	69	60
Bellville	254-264	69	90	90	50	69	51	61	54
Cape Town	137-138	55	82	83	42	57	41	49	42
Eerste River	75 - 77	62	83	74	26	45	39	48	32
Guguletu	70	77	94	83	49	53	51	51	41
Khayelitsha	57	40	65	68	28	37	18	18	19
Mitchells Plain	132- 137	53	91	88	39	54	28	36	26
Wynberg	142 -144	69	90	88	53	67	61	69	66
Caledon	51	70	78	73	45	55	49	55	59
George	106	52	84	74	36	41	32	36	26
Paarl	185-197	63	82	85	43	60	53	55	50
Vredenburg	71	65	85	83	52	54	49	59	57
Worcester	69	45	55	62	32	46	38	41	39
TOTAL	**1404-422**	**62**	**85**	**83**	**44**	**58**	**46**	**52**	**46**

Child Records Kept

Area	Number sites responded	Application form %	Admission form %	Medical record %	Accident/ incident book %	Medicine book %	Attendance register %
Athlone	43	91	91	77	72	60	86
Bellville	264-265	93	93	87	83	83	96
Cape Town	138	81	81	70	69	63	86
Eerste River	77	94	95	91	92	90	97
Guguletu	70	83	80	86	76	76	93
Khayelitsha	57	56	70	61	43	39	95
Mitchells Plain	132-137	95	94	73	74	73	86
Wynberg	143-144	98	96	93	91	78	98
Caledon	51	82	80	70	69	53	84
George	106 - 107	81	83	76	73	71	92
Paarl	194-197	79	87	83	78	73	90
Vredenburg	71	82	85	82	69	61	86
Worcester	78	53	63	59	51	44	64
TOTAL	**1422-1435**	**85**	**87**	**80**	**75**	**71**	**90**

Staff records and human resource development

Area	Number sites responded	Job description %	Employment contract %	Staff development plan %
Athlone	38-39	66	63	54
Bellville	221-238	61	51	52
Cape Town	125-132	61	55	51
Eerste River	64 - 73	78	66	27
Guguletu	60 – 68	72	56	53
Khayelitsha	50 - 54	22	12	28
Mitchells Plain	119 -123	50	52	31
Wynberg	131-136	82	73	63
Caledon	39-40	51	42	35
George	93 - 97	44	36	29
Paarl	191-193	70	64	56
Vredenburg	66 -71	59	60	32
Worcester	63-65	54	49	34
TOTAL	**1277 – 1309**	**62**	**55**	**45**

Policies

Area	Number of sites responded	HIV/Aids %	Child abuse %	Admission %
Athlone	36-37	49	50	72
Bellville	218-233	47	47	76
Cape Town	126 - 130	41	39	55
Eerste River	72-74	85	59	78
Guguletu	67	57	49	68
Khayelitsha	50 - 54	56	30	45
Mitchells Plain	129 - 133	64	56	61
Wynberg	126 - 132	72	82	89
Caledon	43 -45	33	26	44
George	93 - 102	24	28	41
Paarl	192 - 194	49	45	61
Vredenburg	69- 71	42	22	58
Worcester	65 - 68	34	26	34
TOTAL	**1305- 1317**	**51**	**46**	**63**

EDUCATIONAL PROGRAMME AND MATERIALS

A daily programme is displayed

Area	Yes	No
Athlone	39	4
Bellville	136	26
Cape Town	131	7
Eerste River	32	4
Guguletu	53	3
Khayelitsha	50	7
Mitchells Plain	44	15
Wynberg	140	6
Caledon	31	14
George	87	20
Paarl	163	7
Vredenburg	47	26
Worcester	21	29
TOTAL	**974**	**168**

Activities children usually do in the day (as reported by the supervisor)

Area	Number of sites responded	Blocks %	Books %	Drawing / Painting %	Make believe %	Music %	TV and Radio %	Educational Toys %	Group times %
Athlone	43	91	95	97	86	93	74	98	98
Bellville	188 – 205	90	99	95	95	98	81	97	97
Cape Town	138	86	93	91	80	96	67	88	90
Eerste River	44 -54	92	98	92	98	100	79	100	98
Guguletu	56	80	84	84	75	88	27	84	93
Khayelitsha	57	37	61	54	49	75	21	61	54

Area	Number of sites responded	Blocks %	Books %	Drawing / Painting %	Make believe %	Music %	TV and Radio %	Educational Toys %	Group times %
Mitchells Plain	86-95	84	83	88	72	82	69	87	82
Wynberg	145 - 146	98	97	100	93	99	84	99	100
Caledon	43 – 44	79	86	77	49	75	47	72	77
George	106 – 107	72	84	86	70	90	45	83	83
Vredenburg	72 - 73	82	82	88	77	81	71	79	91
Worcester	46 - 47	39	39	38	28	33	30	50	41
TOTAL	**1130 – 1165**	**83**	**89**	**88**	**79**	**90**	**66**	**87**	**88**

Note there was insufficient data for Paarl which is not included in these two tables.

Activities do children usually do during the day

Area	Number of sites responded	Outside Play %	Sandpit %	Routines %	Rest %
Athlone	43	93	39	91	63
Bellville	188 – 205	95	59	96	93
Cape Town	138	96	54	99	95
Eerste River	43 – 53	98	86	100	96
Guguletu	56	96	32	89	87
Khayelitsha	57	70	12	74	70
Mitchells Plain	85-92	84	44	87	88
Wynberg	145-146	99	70	99	90
Caledon	40-44	91	48	72	73
George	106-107	87	37	89	92
Vredenburg	72-73	88	66	82	85
Worcester	48	64	22	36	39
TOTAL	**1124-1165**	**91**	**53**	**90**	**87**

Note there was insufficient data for Paarl which is not included in this table.

Inside furniture

Area	Number of sites responded	Sufficient Chairs %	Sufficient Mattresses/ Cots %	Sufficient Tables %
Athlone	43	51	88	65
Bellville	249-254	81	77	76
Cape Town	138	69	68	66
Eerste River	57-59	61	73	67
Guguletu	56	29	61	24
Khayelitsha	57	42	63	28
Mitchells Plain	95-97	65	56	62
Wynberg	146	92	75	90
Caledon	45-46	63	61	75
George	106	47	49	48
Paarl	156-158	80	69	75
Vredenburg	65-69	77	68	74
Worcester	51	70	65	59
TOTAL	**1351-1357**	**70**	**68**	**67**

Play equipment

Area	Number of sites responded	Blocks %	Make-believe %	Books %	Concept Toys %	Puzzles %	Small building toys %
Athlone	43	49	53	60	77	56	77
Bellville	250	80	79	89	79	87	83
Cape Town	138	75	72	82	86	81	38
Eerste River	55-59	77	72	79	65	83	84
Guguletu	56	27	41	37	55	34	43
Khayelitsha	57	21	44	49	42	40	26
Mitchells Plain	93-96	75	64	77	70	77	73
Wynberg	145-146	88	83	95	94	94	92
Caledon	45-47	75	54	72	72	78	47
George	106	60	44	57	54	62	54
Paarl	147-159	80	76	82	82	84	54
Vredenburg	66-71	76	64	78	79	74	44
Worcester	51	49	35	48	35	55	40
TOTAL	**1335-1350**	**73**	**68**	**78**	**76**	**79**	**61**

Area	Number of sites responded	Paper %	Crayons %	Paint and brushes %	Child scissors %	Glue %	Playdough /clay %	Children's work, posters %
Athlone	43	81	84	56	46	46	70	90
Bellville	243 - 249	95	95	83	83	85	81	87
Cape Town	138	86	90	73	67	65	68	84
Eerste River	55 – 59	88	90	74	84	80	73	86
Guguletu	56	39	42	28	16	21	43	70
Khayelitsha	57	60	58	40	26	23	31	70
Mitchells Plain	93-96	81	83	73	63	64	68	82
Wynberg	145-146	95	96	94	90	93	96	94
Caledon	46	72	72	96	57	63	54	67
George	106	75	77	57	57	58	57	69
Paarl	157-159	87	88	83	84	82	79	80
Vredenburg	64-67	75	83	73	70	66	62	72
Worcester	48 -50	56	61	57	46	49	42	51
TOTAL	**1333-1345**	**84**	**86**	**74**	**71**	**69**	**71**	**81**

Outside play equipment

Area	Number of sites responded	Jungle Gym/ Climbing frame %	Swings %	Other(e.g. Tyres, Tunnel) %	Small outdoor – balls, ropes, hula hoops, wheel toys, bean bags %
Athlone	43	26	26	26	44
Bellville	262 - 263	44	44	48	64
Cape Town	138	44	44	42	47
Eerste River	60	37	37	35	70
Guguletu	56	32	32	32	32
Khayelitsha	57	10	10	7	16
Mitchells Plain	97-98	33	33	24	43
Wynberg	147	73	73	73	92
Caledon	47	49	49	57	64
George	106	39	39	43	49
Paarl	156-157	63	62	62	59
Worcester	52	36	36	44	61
Vredenburg	72-73	60	48	48	57
TOTAL	**1376-1378**	**46**	**46**	**46**	**58**

Play materials in generally adequate condition

Area	Number of sites responded	Yes %
Athlone	43	84
Bellville	261	83
Cape Town	138	72
Eerste River	60	83
Guguletu	56	62
Khayelitsha	57	26
Mitchells Plain	95	67
Wynberg	147	91
Caledon	47	74
George	106	56
Paarl	155	76
Vredenburg	73	66
Worcester	52	44
TOTAL	**1372**	**73**

Supervision

Practitioner maintains consistent positive supervision

Area	Number of sites responded	Yes %
Athlone	41	85
Bellville	261	83
Cape Town	138	78
Eerste River	60	87
Guguletu	56	66
Khayelitsha	57	60
Mitchells Plain	96	83
Wynberg	147	97
Caledon	47	66
George	106	75
Paarl	154	75
Worcester	48	62
Vredenburg	73	73
TOTAL	**1366**	**79**

Practitioner facilitates learning opportunities for children

Area	Number of sites responded	Yes %
Athlone	43	95
Bellville	261	93
Cape Town	138	99
Eerste River	62	94
Guguletu	56	91
Khayelitsha	57	93
Mitchells Plain	98	90
Wynberg	147	95
Caledon	47	91
George	105	90
Paarl	154	93
Vredenburg	71	92
Worcester	50	86
TOTAL	**1372**	**94**