



# Junior Steps programme Cardiff

Sport, Leisure and Development

2023 – 2024

Fantastic opportunities for Primary School children



Child  
Friendly  
CARDIFF  
CAERDYDD  
Sy'n Dda i  
Blant

CARDIFF  
CAERDYDD

# Contents

Introduction	2
Land and Water Adventurous Activities	3
Playwork	4
Animal Care	5
Music and Movement	6





# Introduction

Our Junior Steps programme offers KS2 Primary School children fantastic learning and development opportunities in a range of exciting subjects.

The programme aims to encourage, engage and support pupils as they learn and develop new skills and experiences throughout the course.

Sessions are held one day a week at a number of different venues across the city for the duration of the school year. The programme also covers literacy and numeracy, life skills / PSE workshops as well as a practical subject of the student's choice.

Our structured programme offers courses in Land and Water Adventurous Activities, Playwork, Animal Care and Music and Movement.

Courses are flexible and are based at different venues across the city such as Cardiff International White Water Centre, Cardiff Riding School, Splott Play Centre and Butetown Hub.

Take a look through the Junior Steps programme to see what exciting courses are available.

For further information, please contact Mark Thomas on 029 2233 0270 / 078 1454 4244 or email [VocationalEducation@Cardiff.gov.uk](mailto:VocationalEducation@Cardiff.gov.uk)

*The programme adheres to the current Government COVID guidelines.*





# Land and Water Adventurous Activities

The program gives children the chance to experience new and exciting sports and activities, challenging them both mentally and physically. It helps to improve a child's personal and social development through team exercises and the importance of leading a healthy lifestyle.

Through sports and activities, children will develop and build on physical skills such as balance, control, running, throwing and catching. They will also learn how to communicate and work effectively with their peers through teambuilding exercises and games, which will help develop strong relationships and social skills.

## Course benefits and outcomes:

- Develop pupils understanding in a variety of land and water based adventurous activities.
- Take part in problem solving or survival activities requiring pupils to plan collaboratively in pairs or small groups.
- Selecting and applying skills.

- Develop pupil's problem solving skills in a variety of situations in adventurous activities.
- Enable pupils to plan and work successfully as individuals, in pairs and in groups.
- Develop pupils understanding of the importance and significance of rules and safety.

## Where is the course held?

Cardiff International White Water  
Cardiff White Water Rafting Centre,  
Watkiss Way,  
Cardiff Bay,  
CF11 0SY

[www.ciww.com/](http://www.ciww.com/)



The program gives children the chance to experience new and exciting sports and activities, challenging them both mentally and physically

# Playwork

Play is critical to brain development. Children will gain all the skills they need physically, mentally, cognitively, socially, emotionally and creatively through play. Playing with others helps children with negotiating group dynamics, collaboration skills, turn taking, understanding how and when to compromise.

Our play sessions will also include activities to support sensory, active, creative, role and fantasy play, such as cooking, arts & crafts and physical games. Supporting children to try new things, develop new skills, whilst using their imagination and creativity.

## Course benefits and outcomes:

- Build self-esteem.
- Using their imagination.
- Forming friendships and developing social skills.
- Problem solving.
- Strengthening physical skills: co-ordination, balance and motor skills.
- Developing language and reading skills.

## Where is the course held?

Splott Play Centre,  
Muirton Road,  
Splott,  
Cardiff.  
CF24 2SJ



Supporting children to try new things, develop new skills, whilst using their imagination and creativity



# Animal Care

Animals can offer an extraordinary amount of emotional support. The horses at the Cardiff Riding School are used in a therapeutic setting to help children navigate challenging emotional experiences. The children will engage in activities such as grooming, feeding, and leading a horse while being supervised by a professional. The aim of this program is to help children develop skills such as emotional regulation, self-confidence, and responsibility.

The Animal Care program benefits a wide range of children, including those with behavioural challenges, mental health problems and learning difficulties. It helps to improve mental and physical wellbeing and social skills. It is also beneficial for anyone looking for a new way to improve confidence and self-awareness, or for a relaxing break from routine.

## Course benefits and outcomes:

- Learning to care for horses and ponies.
- Learning basic horse management techniques.
- Perform daily checks on horses for health conditions.

- Build friendships.
- Build a trusting partnership between horse and human.
- Develop team work and leadership skills.
- Opportunities to ride horses.

## Where is the course held?

Cardiff Riding School,  
Pontcanna Fields,  
Fields Park Road,  
Pontcanna,  
Cardiff.  
CF5 2AX



The aim of this program is to help children develop skills such as emotional regulation, self-confidence, and responsibility

# Music and Movement

Performing arts engages the body, the mind and emotions. Beyond the enjoyment of singing, dancing and making music, the performing arts offers a powerful medium for engaging students in a variety of subjects. The programs aim is to engage pupils in a way that allows them to be creative, expressive, and to enjoy learning through their own performances and those of others.

The music and movement program is inspiring, fun and energetic. The program can improve pupil's mental health and well-being whilst supporting children's spiritual, moral, social and cultural development.

## Course benefits and outcomes:

- Understanding how music and movement can be used to build social/emotional development.
- Learn how to regulate emotions through external stimuli.
- Work both collaboratively and independently to create free movement.

- Understand the impact movement has on emotional development.
- Understand the importance of physical and emotional health.

## Where is the course held?

Cardiff Music School,  
Market House,  
Market Rd,  
Cardiff.  
CF5 1QE



The program can improve pupil's mental health and well-being whilst supporting children's spiritual, moral, social and cultural development

# Vocational Education - Cardiff Privacy Policy

This privacy policy will explain how Vocational education Cardiff uses the personal data we collect from you when you use [www.cardiff.gov.uk/vocationaleducation](http://www.cardiff.gov.uk/vocationaleducation) or you use our service to participate in our activities. Vocational education Cardiff is part of Cardiff Council, who is the Data Controller for the purposes of the data collected. All personal data is processed in accordance with the UK GDPR and Data Protection Act 2018.

## Topics:

- What data do we collect and why?
- How do we collect your data?
- How will we use your data?
- How do we store your data?
- Marketing
- What are your data protection rights?
- What are cookies?
- How do we use cookies?
- What types of cookies do we use?
- How to manage your cookies
- Privacy policies of other websites
- Changes to our privacy policy
- How to contact us
- How to contact the appropriate authorities

## What data do we collect?

Vocational education Cardiff collects the following data:

- Personal identification information Name, email address, phone number, medical information
- Parental consent
- Additional learning needs and support
- Free School meal entitlement
- Daily attendance
- Qualifications

This is collected for the purpose of supporting tutors delivering our programs. Data Protection Law describes the legal basis for our processing of your data as necessary for the performance of a public task under the Education Act 1996.

## How do we collect your data?

You directly provide Vocational education Cardiff with most of the data we collect. We collect data and process data when you:

- Register online or place an order for any of our products or services.
- Voluntarily complete a customer survey or provide feedback on any of our message boards or via email.
- Use or view our website via your browser's cookies.
- School referral form

Vocational Education Cardiff may also receive your data indirectly from the following sources:

- Referring school or agency

## How will we use your data?

Vocational education Cardiff collects your data so that we can:

- Process your order and manage your account.
- Email you with student progress and achievements.
- Monitor student progress
- Daily attendance reporting

If you agree, Vocational education Cardiff will share your data with our partner companies so that they may offer you their products and services – should you wish to withdraw your consent you would need to contact those companies directly.

We will be sharing daily attendance and student progress with schools.

## How do we store your data?

Vocational education Cardiff securely stores your data at AWS DynamoDB database all Data transfer is TLS encryption. All data transfer is logged.

Vocational Education Cardiff will keep your referral form, attendance and course attainment for 12 months. Once this time period has expired, we will delete your data by removing the data from our database – In the event of a learner having an accident whilst on roll, consent forms will be kept for 6 years.

## What are your data protection rights?

Vocational education Cardiff would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

**The right to access** – You have the right to request Vocational Education Cardiff for copies of your personal data.

**The right to rectification** – You have the right to request that Vocational Education Cardiff correct any information you believe is inaccurate. You also have the right to request Our Company to complete the information you believe is incomplete.

**The right to erasure** – You have the right to request that Vocational Education Cardiff erase your personal data, under certain conditions.

**The right to restrict processing** – You have the right to request that Vocational Education Cardiff restrict the processing of your personal data, under certain conditions.

**The right to object to processing** – You have the right to object to Vocational Education Cardiff processing of your personal data, under certain conditions.

**The right to data portability** – You have the right to request that Vocational Education Cardiff transfer the data that we have collected to another organization, or directly to you, under certain conditions.





If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email:

DataProtection@cardiff.gov.uk

Call us at: 02920 877900

Or write to us:

Vocational Education Cardiff,  
Cardiff Harbour Authority,  
Queen Alexandra House,  
Cargo Road,  
Cardiff Bay,  
CF10 4LY

## Cookies

Cookies are text files placed on your computer to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology

For further information, visit [allaboutcookies.org](http://allaboutcookies.org)

## How do we use cookies?

Our Company uses cookies in a range of ways to improve your experience on our website, including:

- Keeping you signed in
- Understanding how you use our website

## What types of cookies do we use?

There are a number of different types of cookies, however, our website uses:

**Functionality** – Our Company uses these cookies so that we recognize you on our website and remember your previously selected preferences. These could include what language you prefer and location you are in. A mix of first-party and third-party cookies are used.

**Advertising** – Our Company uses these cookies to collect information about your visit to our website, the content you viewed, the links you followed and information about your browser, device, and your IP address. Our Company sometimes shares some limited aspects of this data with third parties for advertising purposes. We may also share online data collected through cookies with our advertising partners. This means that when you visit another website, you may be shown advertising based on your browsing patterns on 12/our website.

## How to manage cookies

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

## Privacy policies of other websites

The Our Company website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

## Changes to our privacy policy

Our Company keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 12 January 2023.

## How to contact us

If you have any questions about Vocational Education Cardiff privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us via email at [dataprotection@cardiff.gov.uk](mailto:dataprotection@cardiff.gov.uk) or by post:

Data Protection Officer  
Information Governance Team  
County Hall  
Atlantic Wharf  
Cardiff  
CF10 4UW

## How to contact the appropriate authority

Should you wish to report a complaint or if you feel that Vocational Education Cardiff has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office via their website: <https://ico.org.uk/concerns/getting/> or by calling 0303 123 1113.



## Further information

### How to apply

Please contact Mark Thomas to request a Student Referral Form.

Student Referral forms are to be completed by primary school teaching staff, SENCO coordinators or social workers.

The course coordinator will confirm places following assessment of suitability from referral applications.

### Contact details

Mark Thomas

Office: 029 2233 0270

Mobile: 078 1454 4244

Email: [VocationalEducation@Cardiff.gov.uk](mailto:VocationalEducation@Cardiff.gov.uk)

Website: [www.cardiff.gov.uk/vocationaleducation](http://www.cardiff.gov.uk/vocationaleducation)

Cardiff Council, Cardiff Harbour Authority, Queen Alexandra House, Cargo Road, Cardiff Bay, CF10 4LY

### COVID-19

The programme adheres to the latest Government COVID guidelines. For further information, please visit [www.gov.wales/coronavirus](http://www.gov.wales/coronavirus)

### Disclaimer:

Cardiff Council will endeavour to deliver courses in accordance with the descriptions set out in this prospectus.

Cardiff Council reserves the right to make variations to the contents or methods of delivery of courses, to discontinue courses and to merge or combine course if such action is reasonably considered to be necessary. Cardiff Council reserves the right at its discretion at any time and for any reason to make changes to the services offered set out in this prospectus without prior notice including, but not limited to the following:

- To withdraw the offer of a course which fails to recruit the minimum number of students required by regulation
- To make changes to programmes and courses for reasons including meeting technological or academic developments for students

