BRITISH ACCREDITATION COUNCIL INSPECTION REPORT

Short Course Provider (SCP) Re-accreditation Inspection

NAME OF PROVIDER: CMT Learning Ltd

ADDRESS: 4th Floor
Bedser Stand
The Kia Oval
Kennington
London
SE11 5SS

HEAD OF PROVIDER: Mr Chris Trembath

DATE OF INSPECTION: 22, 28 & 29 July 2022

ACCREDITATION STATUS AT INSPECTION: Accredited

DECISION ON ACCREDITATION:
☒ Re-accreditation awarded for the full four-year period
☐ Probation accreditation
☐ Decision on accreditation deferred
☐ Award of accreditation to be withdrawn

DATE: 24 November 2022
**PART A – INTRODUCTION**

1. Background to the provider

CMT Learning Limited (CMT/the Provider) is a private limited company specialising in summer camps that provide courses in sport and sport with English language for participants aged eight to 17 years from the United Kingdom (UK) and countries outside the UK.

In 2016, CMT moved its head office from Bristol to the Kia Oval cricket ground in Kennington in south-east London, where its Directors and administrative functions are now based. The summer camps are delivered on the premises of leading independent schools in the UK that are hired by the Provider. At the time of the inspection, CMT had summer camps at four independent schools in the UK. These are Charterhouse School in Godalming, Surrey, Lancing College in Lancing, Sussex, Bradfield College in Reading, Berkshire and Repton School in Repton, Derbyshire.

CMT aims to deliver exceptional experiences for young people from all over the world, with camps designed to accelerate their learning, sporting prowess and personal development.

CMT is a privately owned company. The company’s founder, joint owner and Chief Executive Officer (CEO) is responsible for finances and venues at CMT. The second owner is the Director of Business Development, who manages the CMT’s relationship with brands and football clubs. There is also an Operations Director, a Sales Director and a Director of Academic Initiatives. These staff members have backgrounds in professional sport, marketing and education respectively.

In 2016, CMT partnered with Nike Incorporated (Nike) to operate Nike-branded tennis and football summer camps. CMT also began working in partnership with Brighton and Hove Albion Football Club Soccer Schools as the coaching provider for its Nike Football Camps. In 2017, CMT expanded its sports camp portfolio to include hockey and golf. In 2019, CMT partnered with Chelsea Football Club (FC) Foundation to deliver a Nike Football Camp at a second venue, Charterhouse School.

From 2021, CMT has agreed a joint venture with Charterhouse School to deliver an academic summer school programme, which is called the Charterhouse Summer School (CSS). This programme, which started in 2022, includes residential courses with academic and elective subjects. CMT appointed a Director of Academic Initiatives to oversee this project.

CMT’s Nike Sport Tours provision in the UK, Europe and the USA is not accredited by British Accreditation Council (BAC).

2. Brief description of the current provision

CMT currently runs one- and two-week residential, in-person summer programmes for children aged eight to 17 years. CMT offers English as a Foreign Language (EFL) and Sports Camps and Total Sports Camps, including Nike Football with Chelsea FC Foundation, Liverpool FC Camps, Nike Tennis Camps, Nike Hockey Camps, Nike Multi-Sport Camps, Nike Basketball Camps and Nike Golf Camps. All the sports courses, apart from the Liverpool FC camps, are branded by Nike and delivered by CMT.

The EFL courses include 12.5 hours or more of English language tuition, and 20 hours of sport-specific coaching, fitness routines and player assessments and tournaments. Additionally, excursions and recreational activities are offered each week. For the Total Sports Camps, the EFL course component is replaced with additional sports coaching provision.

The camps operate on a weekly schedule from Monday to Sunday from early July to mid-August. The courses are largely residential, although each venue may also welcome a small minority of day participants each week.
CMT developed CSS in partnership with Charterhouse School. This programme gives ten–17-year-old children the chance to enhance their English skills or explore a different academic option, such as Entrepreneurship, Environment, Law, Engineering, Technology and Design. In addition, an elective is chosen from sport, technology or arts subjects. English for Academic Purposes (EAP) lessons are also offered as an academic option on the CSS programme.

At the time of the inspection, CMT had 2,263 participants enrolled in its summer camps. The majority of participants are male and come from countries in Western Europe, the United States of America and the UK, with others from at least 60 other nationalities. All participants are aged under 18 years.

Participants are enrolled on a continuous basis. Prior to enrolment, participants are asked to confirm that they have the physical capabilities to complete a CMT summer camp. Participants are also required to estimate their level of competence in English and this is assessed upon their arrival at their chosen location.

3. Inspection process

The inspection was carried out over three days, one day on site at Charterhouse School and two days online. Various meetings were held, including with the CEO, the Operations Director, the Designated Safeguarding Lead and Safety Officer, the Project Manager for Staffing and Recruitment, the Academic Manager and participants. A meeting was also held with a group of tennis coaches. Observations of lessons on site and via recordings were completed. A premises tour of Charterhouse School was completed. Video tours of CMT’s administrative offices and the Provider’s other venues, led by the Camp Directors, were completed. Documentation was scrutinised. The staff at CMT were very co-operative during the inspection.

4. Inspection history

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<thead>
<tr>
<th>Inspection type</th>
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<tr>
<td>Stage 2</td>
<td>14 December 2011</td>
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<td>Interim</td>
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<tr>
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PART B – JUDGEMENT AND EVIDENCE

The following judgements and comments are based upon evidence seen by the inspector(s) during the inspection and from documentation provided by the organisation.

INSPECTION AREA – MANAGEMENT, STAFFING AND ADMINISTRATION

1. The provider is effectively managed

   1.1 The management structure is clearly defined, documented and understood, including the role and extent of authority of any owners, trustees or governing body. ☒ Yes ☐ No

   1.2 The head of the provider and other senior managers are suitably qualified and experienced, understand their specific responsibilities and are effective in carrying them out. ☒ Yes ☐ No

   1.3 There are clear channels of communication between the management and staff including those working at the delivery venue or remotely. ☒ Yes ☐ No

   1.4 The provider has a written statement of its mission and goals that effectively guides its activities, is communicated to all stakeholders and is effectively implemented and regularly reviewed. ☒ Yes ☐ No

   1.5 The provider has a written risk management strategy that includes financial planning and is effectively implemented and regularly reviewed. ☒ Yes ☐ No

This standard is judged to be: ☒ Met ☐ Partially Met ☐ Not Met

Comments

CMT’s management structure is clearly defined and documented in a detailed organisational chart. The roles and extent of authority of the Directors and senior management are clearly shown and are understood by all members of the management team.

The CEO, the Directors and the senior managers are suitably qualified for their roles. They understand their specific responsibilities and are effective in carrying these out. CMT has a very experienced management team that ensures that the Provider runs efficiently and effectively.

There are clear channels of communication between the senior management and the staff working at the Provider’s venue. Communication is immediate and is facilitated through the use of two-way radios and mobile telephones, issues that arise are resolved quickly and effectively as a result.

The Provider has a written statement of its mission and goals that guides its activities. This is clearly displayed on its website. It is effectively implemented and regularly reviewed.

The Provider has a written risk management strategy which ensures that it is able to identify and mitigate against any risks which may occur in its operations or provision. Short- and long-term financial forecasting is reviewed monthly.

2. The administration of the provider is effective

   2.1 Administrators are suitably qualified and/or experienced, understand their specific responsibilities and duties and are effective in carrying them out. ☒ Yes ☐ No

   2.2 The size of the administrative team is sufficient to ensure the effective day-to-day running of the provider. ☒ Yes ☐ No

   2.3 The administrative support available to the management is clearly defined, documented and understood. ☒ Yes ☐ No
2.4 Administrative policies, procedures and systems are up to date, thorough, well documented and effectively disseminated across the provider. ☒ Yes ☐ No

2.5 Data collection and collation systems are effective in supporting the administration of the provider. ☒ Yes ☐ No

2.6 Participants’ and trainers’ personal records are sufficiently detailed and regularly updated. ☒ Yes ☐ No

2.7 The provider has a robust security system with policies in place for protecting the data of its participants and trainers. ☒ Yes ☐ No

This standard is judged to be: ☒ Met ☐ Partially Met ☐ Not Met

Comments

All members of the senior management team share administrative duties using the Provider’s Management Information System (MIS) and receive immediate notification of any information added to the MIS.

The size of the administrative and management team is sufficient to ensure the effective day-to-day running of the Provider. During the period in which CMT’s sports camps are in progress, additional administrative staff are employed to ensure that the provision continues to run smoothly.

CMT’s administrative policies and procedures are up to date, detailed, well documented and effectively disseminated across the Provider. All policies and procedures are readily available online.

Data collection and collation systems are effective in supporting the administration of the Provider. CMT uses a MIS that allows participants to use an automated system to book a place on one of the sports camps.

Participants’ and trainers’ records are sufficiently detailed and regularly updated. CMT has a robust security system. The website and staff resource webpages contain a detailed privacy policy that provides information about how CMT protects the data of its participants and trainers.

3. The provider recruits appropriate staff

3.1 There are appropriate policies and effective procedures for the recruitment of suitably qualified and experienced staff that include, for self-employed staff, the development of a signed performance service level agreement. ☒ Yes ☐ No

3.2 Experience and qualifications are appropriately checked and verified before recruitment and records are accurately maintained. ☒ Yes ☐ No ☒ NA

3.3 The recruitment process for trainers working remotely includes a face-to-face online interview. ☒ Yes ☐ No

3.4 There is an effective system for regularly reviewing the performance of all staff, which, for trainers, includes regular, scheduled course delivery observations. ☒ Yes ☐ No

3.5 Managerial and administrative staff are appropriately supported in their continuing professional development. ☒ Yes ☐ No

This standard is judged to be: ☒ Met ☐ Partially Met ☐ Not Met

Comments

CMT has appropriate policies and procedures in place for the recruitment of suitably qualified and experienced staff. This includes the provision of a comprehensive contract of services for self-employed staff recruited for its sports camp programmes.

Experience and qualifications are appropriately checked and verified prior to recruitment through a documented three-phase recruitment process, which includes submission of an application form, a face-to-face interview, and verification of qualifications, experience and professional references. Employment is confirmed upon receipt of a
satisfactory Enhanced Disclosure and Barring Service (DBS) check. Detailed records for all staff are maintained on the Provider’s MIS.

There is an effective system for regularly reviewing the performance of CMT’s staff. Its permanent staff complete reviews and development plans with their line managers. Temporary staff on CMT’s sports camps complete an end-of-programme review to assess their performance and identify areas for further development.

Action points and goals, which arise as a result of staff performance reviews and appraisals, are discussed, agreed and taken forward. However, specific completion and review dates are not added to the goals and action points to ensure that a review is completed in a timely manner and to ensure that all staff receive recognition of their personal development at CMT.

Trainers are regularly observed by their line manager while teaching on the Provider’s sports camp programme. The observations are fully documented. Feedback is constructive and clear, with recognition of the positive elements of the lesson and suggestions for improvements.

Managerial and administrative staff are appropriately supported in their Continuing Professional Development (CPD). CMT staff inform their line managers of their training needs during their staff appraisals and the Provider ensures that they can access the relevant training.

4. **Publicity materials, both printed and online, provide a comprehensive, up-to-date and accurate description of the provider and its courses**

   4.1 Text and images provide an accurate depiction of the provider’s location, premises, facilities and the range and nature of resources and services offered. ☒ Yes ☐ No

   4.2 Information on the courses available is comprehensive, accurate and up to date. ☒ Yes ☐ No

   4.3 The provider’s key policies are accessible through the website. ☒ Yes ☐ No

**This standard is judged to be:** ☒ Met ☐ Partially Met ☐ Not Met

**Comments**

The text and images on CMT’s websites provide an accurate depiction of the locations, premises, facilities, programmes and resources provided at each of the Provider’s sports camps. This ensures that enquirers are provided with comprehensive information about their chosen sports camp.

CMT maintains an extensive social media profile, which is updated on a daily basis. This ensures that the information available online is comprehensive, accurate and up to date.

The Provider’s key policies are easily accessible through its website.

5. **The provider takes reasonable care to recruit and register suitable participants for its courses**

   5.1 The provider ensures that the specific courses on which participants are registered are likely to meet the participants’ expectations and needs. ☒ Yes ☐ No

   5.2 Entry requirements for each course, including those relating to language ability, where applicable, are set at an appropriate level and clearly stated in the course descriptions read by prospective participants. ☒ Yes ☐ No ☐ NA

   5.3 A formal application and selection process ensures that participants meet the entry requirements. ☐ Yes ☐ No ☒ NA

   5.4 Applicants are provided with sufficient information to enable them to make a judgement on the suitability of the courses and their delivery methods and can discuss any concerns before registration. ☒ Yes ☐ No
5.5 The provider replies to all application enquiries in line with its appropriate target response times and all stakeholders are briefed properly on the nature and requirements of its programmes. ☒ Yes ☐ No

5.6 Overseas recruitment agents are properly selected, briefed, monitored and evaluated. ☒ Yes ☐ No ☐ NA

5.7 The provider has effective systems to identify participants who have special educational needs and/or disabilities requiring additional learning support or other assistance. ☒ Yes ☐ No

This standard is judged to be: ☒ Met ☐ Partially Met ☐ Not Met

Comments

The Provider ensures that the specific courses on which participants are registered are likely to meet their expectations and needs.

Participants and their families are required to complete a player welfare form to confirm that participants are physically fit and that they are able to meet the requirements of the course on which they are enrolled. Participants are not required to have a specific level of English language ability to enrol on the Provider’s sports camps. However, they are required to estimate whether their language ability is at one of five levels, from beginner to native speaker, and they then take a pre-course assessment prior to their arrival in the UK, which ensures that they are placed at the correct level for their language studies.

Participants enrolling on the CSS may be required to have English language skills at an appropriate level, according to the Common European Framework of Reference for Languages (CEFRL), under the International English Language Testing System (IELTS). This is necessary depending on the technical nature of the participants’ chosen academic and elective options.

CMT’s websites provide applicants with sufficient information to enable them to make a judgement about the suitability of the courses and their delivery methods. A contact number and email address for CMT’s head office are included on all CMT’s webpages.

The Provider responds to enquiries quickly and comprehensively. This allows participants to make a well-informed judgement on the suitability of CMT’s courses and delivery methods. Participants confirmed that their parents had found the courses online and that they were given all the information that they needed before booking. Inspection findings confirm this.

Overseas recruitment agents are properly selected, briefed, monitored and evaluated. They are selected, interviewed and contracted by CMT’s sales team. Agents receive a marketing pack with approved images and resources.

CMT asks participants and their families to notify them of any special educational needs and/or disabilities. Additional appropriate support and assistance can then be made available at the summer camps.

6. There is an appropriate policy on participant attendance and punctuality and effective procedures and systems to enforce it

6.1 There is a clear policy on participant attendance and punctuality that is communicated to all participants and other stakeholders. ☐ Yes ☒ No

6.2 Accurate and secure records of attendance and punctuality at each session are kept for all participants, and collated centrally and regularly reviewed. ☒ Yes ☐ No ☐ NA

6.3 Participant absences are followed up promptly and appropriate action is taken. ☒ Yes ☐ No ☐ NA

This standard is judged to be: ☐ Met ☒ Partially Met ☐ Not Met
Comments

6.1 The Provider does not have a clear policy on participant attendance and punctuality that is communicated to all participants and other stakeholders. This means that the participants are not aware of the need to arrive at their training sessions on time.

Accurate and secure records of attendance and punctuality at each session are kept for all participants. These are added to the MIS and the information is available to all members of the management team for review.

Participant absences are followed up promptly and immediate action is taken by members of the welfare team to locate participants.

7. The provider has effective systems to monitor its own standards and assess its own performance with a view to continuous improvement

7.1 There are effective systems for monitoring and periodically reviewing all aspects of the provider’s performance. ☒ Yes □ No

7.2 The provider has effective mechanisms for obtaining feedback from participants and other relevant stakeholders, such as staff, partners and employers, on all aspects of the provider’s provision, including formal participant representation where appropriate. ☒ Yes □ No

7.3 Feedback is obtained, recorded and analysed on a regular basis. ☒ Yes □ No

7.4 The feedback is reviewed by management and appropriate action is taken. ☒ Yes □ No

7.5 There is a mechanism for reporting to the participants what the provider has done in response to their feedback. □ Yes ☒ No

7.6 Reports are compiled at least annually, which include the results of the provider’s performance reviews, an analysis of appropriate data, including participant feedback, and action plans. ☒ Yes □ No

7.7 Action plans are implemented and regularly reviewed with outcomes reported to management. ☒ Yes □ No

This standard is judged to be: □ Met ☒ Partially Met □ Not Met

Comments

CMT has effective systems in place to monitor and periodically review all aspects of its performance.

The Provider effectively collects feedback via the completion of a detailed feedback form which is issued to participants, their families and CMT staff at the end of their contracts. CMT also obtains feedback from the venues it uses and its coaching partners, Chelsea FC Foundation and Liverpool FC.

7.5 Presently, CMT does not have a mechanism for reporting to the participants what it has done in response to their feedback. As a result, participants do not know about any changes CMT has made in response to their comments.

Feedback from all stakeholders is collected annually at the end of CMT’s summer camp programme. This is collated and uploaded to the Provider’s MIS, analysed and reviewed by senior management and used effectively to inform the following year’s provision. In addition, an annual review of the extensive range of data, including performance reviews and participant feedback, stored on the Provider’s MIS, is completed and used to inform and allocate action points to members of the Provider’s senior management team and administrative staff. All action points and their completion dates are recorded and shared on the MIS to ensure that they are completed in a timely manner.

INSPECTION AREA – TEACHING, LEARNING AND ASSESSMENT

8. Course management is effective
8.1 There is a suitably qualified and/or experienced course manager or management team with responsibility for course delivery and the management of the trainers. ☒ Yes ☐ No

8.2 Training sessions are timetabled and rooms are allocated appropriately for the courses offered. ☒ Yes ☐ No

8.3 The allocation of trainers to courses provides a consistent learning experience and delivery is monitored to ensure consistency across all provision. ☒ Yes ☐ No

8.4 The commissioning of individual course materials is managed effectively and the content and style of the materials are checked to ensure standardisation across the provision. ☒ Yes ☐ No

8.5 There are appropriate policies and procedures for the acquisition of teaching/training and learning resources, which ensure that all trainers have access to the appropriate quantity and quality of resources on the day(s) of the course for the benefit of the participants. ☒ Yes ☐ No

This standard is judged to be: ☒ Met ☐ Partially Met ☐ Not Met

Comments

There are suitably qualified and experienced Camp Directors and Camp Operations Managers at each of CMT’s sports camp delivery venues. The Camp Directors and Camp Operations Managers have responsibility for on-site course delivery and the management of trainers and sports coaches.

Training sessions are timetabled and rooms are allocated appropriately for the courses offered. Courses are held at venues with the most appropriate facilities. For example, the tennis sports camp is held at Bradfield College due to its indoor and clay tennis courts.

The allocation of trainers to courses provides a consistent learning experience and delivery is monitored by observations undertaken by the Provider’s senior management team, the Academic Manager and the Camp Directors to ensure consistency across the provision. The ratio of trainers to participants in sessions is very good to ensure an appropriate level of individual attention.

The coaches responsible for each sport prepare a list of their requirements and the items on the lists are acquired prior to the start of their respective programmes for all of CMT’s venues. The commissioning of individual course materials is managed effectively, EFL and academic resources are prepared by the Provider’s team of subject specialists. The content and style of the Provider’s materials ensures standardisation across the provision.

There are appropriate policies and procedures for the acquisition of teaching, training and learning resources. This ensures that all trainers have access to an appropriate quantity and quality of resources for the benefit of the participants. Course delivery staff confirmed that when additional resources are requested, these are provided quickly.

9. The courses are planned and designed in ways that enable participants to succeed

9.1 The courses’ design and content reflect current knowledge and practice and are regularly reviewed and revised. ☒ Yes ☐ No

9.2 Courses are designed in ways that allow participants to develop the knowledge and skills required for final examinations and/or assessments or that meet the needs of their employers. ☐ Yes ☐ No ☒ NA

9.3 Course materials are designed for a specific and clearly stated level of study and include appropriate support material. ☒ Yes ☐ No ☐ NA

9.4 Course materials are appropriately presented and sufficiently comprehensive to enable participants to achieve the course objectives. ☒ Yes ☐ No

9.5 Teaching/training sessions maintain an appropriate focus on any assessment objectives or statement of intended learning outcomes established by the awarding and/or examination body. ☐ Yes ☐ No ☒ NA
9.6 The courses are designed so that participants are encouraged and enabled to develop independent learning skills. ☒ Yes ☐ No ☐ NA

9.7 The academic and/or professional backgrounds and particular support needs of participants are taken into account in the planning and design of the course. ☒ Yes ☐ No

This standard is judged to be: ☒ Met ☐ Partially Met ☐ Not Met

Comments

The courses’ design and content reflect current knowledge and practice and are reviewed annually by CMT’s senior management team and Academic Manager.

Course materials are designed for a specific and clearly stated level of study and include appropriate support materials. Participants are assigned courses based on their level of English ability and age to ensure that appropriate resources are used in their studies.

Course materials are appropriately presented and sufficiently comprehensive to enable participants to achieve the course objectives. Participants receive a certificate of attendance and a development plan at the end of their studies. The certificate identifies the participant’s skills and achievements, and participation and effort made, and gives clear guidance about how they can continue to develop.

The courses are designed so that participants are encouraged and enabled to develop independent learning skills. The sports element of the provision offers participants the opportunity to develop their skills under professional supervision, which they can expand upon by using the facilities to further practice what they have learnt. The EFL and academic element of the provision asks participants to work in groups or alone to prepare presentations or apply their learning in practical ways such as in programming a robot to move.

The backgrounds, interests and support needs of participants are taken into account in the planning and design of CMT’s courses that use sport as a focus. The EFL courses are divided into General English and Sports English to ensure that the content learned in the classroom complements the sports coaching objectives.

CMT also offers participants with native English-speaking ability a sports camp where additional sports sessions are added in place of the EFL sessions. English for Academic Purposes (EAP) lessons are also offered as an academic option on the CSS programme.

10. Trainers are suitable for the courses to which they are allocated and are effective in their delivery

10.1 Trainers have a level of subject knowledge, and pedagogic and communication skills that allows them to deliver courses effectively. ☒ Yes ☐ No

10.2 Trainers are supported in their continuing professional development and are enabled to develop further pedagogic techniques to enhance the learning of participants. ☒ Yes ☐ No ☐ NA

10.3 Trainers respond to the different backgrounds and particular support needs of participants in their delivery of the teaching/training sessions. ☒ Yes ☐ No

10.4 Trainers employ effective strategies to involve all participants in active participation and to check their understanding of concepts and course content. ☐ Yes ☒ No

This standard is judged to be: ☐ Met ☒ Partially Met ☐ Not Met

Comments

CMT’s EFL trainers and tennis coaches are appropriately and highly qualified. The trainers CMT employs at its football, hockey, basketball and dance sports camps have a high level of subject knowledge and experience that allows them to deliver courses effectively. Trainers on the CSS are experienced teachers with a high level of subject knowledge and pedagogic skills.
Trainers are supported in their CPD and are able to develop further pedagogic techniques to enhance the learning of participants. CPD sessions are offered weekly to the EFL trainers at CMT’s summer schools, and experienced sports coaches effectively support those new to the Provider’s programmes.

Trainers respond to the different backgrounds and particular support needs of participants in their delivery of the teaching and training sessions. Trainers employ effective strategies to involve the participants in active participation to check their understanding of concepts and course content. In the sports element of the Provider’s courses, participants receive training from their coaches and are then encouraged to immediately apply the skills they learnt, for example, ensuring their golf swing is better directed.

10.4 During the lesson observations carried out on sessions held in training rooms during the inspection, it became evident that only the most able participants were answering all of the questions that were asked to check participants’ understanding of concepts and course content. In addition, CMT’s trainers were not asking participants by name to answer questions.

11. Participants receive appropriate assessment and feedback on their performance and progress, both of which are effectively monitored

11.1 Courses include a schedule of assessments, the procedures and criteria for which are available in writing and are provided in advance to participants and trainers. ☒ Yes ☐ No ☒ NA

11.2 Ongoing assessments appropriately reflect the content and standards of final assessments. ☐ Yes ☐ No ☒ NA

11.3 Assessment outcomes are monitored to enable the identification of participants who are not making satisfactory progress and prompt intervention takes place if required. ☒ Yes ☐ No ☒ NA

11.4 Participants are made aware of how their progress relates to their target level of achievement. ☒ Yes ☐ No ☒ NA

11.5 Additional support and/or advice on alternative programmes are provided to participants who are judged not to be making sufficient progress. ☐ Yes ☐ No ☒ NA

11.6 Feedback is given to individual participants on a regular basis, tailored to meet their specific needs and constructive in its nature and delivery. ☒ Yes ☐ No

11.7 Participants have appropriate access to trainers outside the scheduled course delivery time. ☒ Yes ☐ No ☒ NA

11.8 The provider takes appropriate steps to identify and discourage cheating and plagiarism and penalises offenders. ☐ Yes ☐ No ☒ NA

11.9 Realistic deadlines are set and communicated well in advance to participants and any required coursework and revision periods are scheduled in advance. ☒ Yes ☐ No ☒ NA

11.10 Prompt action is taken when participants miss deadlines or when the work submitted is not of a satisfactory standard. ☒ Yes ☐ No ☒ NA

This standard is judged to be: ☒ Met ☐ Partially Met ☐ Not Met

Comments

Participants are made aware of how their progress relates to their target level of achievement. They take an entry test when they begin their studies and an exit test on the final day. They receive a certificate of attendance at the end of their studies and this shows their level of achievement.

Personalised feedback is given to participants on a regular basis, tailored to meet their specific needs and constructive in its nature and delivery. Participants attending non-sports sessions receive ongoing spoken feedback during their course, while those attending sports sessions receive regular feedback from a professional sportsperson about how to improve their skills and performance.

Participants have appropriate access to their trainers during breaktimes between training sessions.
12. The provider offers courses leading to accredited awards granted by recognised awarding bodies

This standard is judged to be: ☒ NA

Comments

13. There is a clear rationale for courses leading to unaccredited or internal awards, i.e. awards that are made on the basis of the outcomes of formal internal assessment methods

13.1 There is a clear statement of the level claimed relative to the RQF, CQFW or SCQF and evidence that participants who receive the award meet the stated requirements for that level. ☒ NA

13.2 There is evidence of the extent to which the awards are accepted for the purposes of employment or further study. ☒ NA

13.3 External moderators are involved in the assessment process. ☒ NA

This standard is judged to be: ☒ NA

Comments

14. There are satisfactory procedures for the administration of examinations and other means of assessment

14.1 The provider complies with the requirements of the relevant awarding bodies in terms of examination security and administration. ☒ NA

14.2 For internal awards, there are effective systems in place for examination security and administration. ☒ NA

14.3 For internal awards, there are clear procedures for participants to appeal against their marks. ☒ NA

This standard is judged to be: ☒ NA

Comments

15. There is appropriate provision of advice for participants intending to proceed to employment or higher/further education

15.1 Participants have access to advice from an appropriate staff member on further study and career opportunities. ☒ NA
If the provider offers courses preparing participants for higher/further education, they have access to prospectuses and advice from a designated staff member both on selecting courses and institutions and on the application process.

This standard is judged to be:

☐ Met  ☐ Partially Met  ☐ Not Met  ☒ NA

Comments

INSPECTION AREA – PARTICIPANT WELFARE

16. Participants receive welfare support appropriate to their age, background and circumstances

16.1 There is at least one named staff member responsible for participant welfare who is suitably trained and/or experienced, accessible to all participants and available to provide advice. ☒ Yes  ☐ No

16.2 Participants receive appropriate information, advice and guidance before the start of the course. ☒ Yes  ☐ No

16.3 Participants receive an appropriate induction and relevant information at the start of the programme. ☒ Yes  ☐ No

16.4 Participants are issued with a contact number for out-of-hours and emergency support. ☒ Yes  ☐ No  ☐ NA

16.5 The provider has policies to avoid discrimination and a procedure for dealing with any abusive behaviour, including cyberbullying, and these are effectively implemented. ☒ Yes  ☐ No

16.6 Effective safeguarding arrangements are in place for participants under the age of 18 and vulnerable adults, which are regularly reviewed. ☒ Yes  ☐ No  ☐ NA

16.7 A suitable policy and effective arrangements are in place to protect participants from the risks associated with radicalisation and extremism. ☒ Yes  ☐ No

16.8 There is an e-policy in place that references any existing staff and participant codes of conduct and covers participants’ on-site use of social media and devices such as mobile telephones, tablets and cameras. ☒ Yes  ☐ No  ☐ NA

16.9 The provider collects contact details for participants and their next of kin and appropriate staff can access the information quickly and easily, in and out of normal operating hours. ☒ Yes  ☐ No

This standard is judged to be:

☒ Met  ☐ Partially Met  ☐ Not Met

Comments

Each delivery venue has an on-site welfare team, and the Provider’s duty of care is overseen by an experienced Designated Safeguarding Lead (DSL). Members of the welfare team are available at all times and participants confirmed that they found the welfare team easily accessible and helpful. Inspection findings confirm this.

Participants and their families receive a parent handbook before the start of their course. This includes a wide range of useful information, advice and guidance.

Participants receive an appropriate induction and relevant information on their first day. On arrival at the venue, participants are issued with a contact number for out-of-hours and emergency support. Participants also receive a handbook that describes the different roles that CMT’s staff have on site. The handbook also contains clear information about whom they should speak to if they need help or advice.
CMT has policies to avoid discrimination and a procedure for dealing with any abusive behaviour, including cyberbullying, and these are effectively implemented.

CMT’s DSL is responsible for the effective implementation of the Provider’s safeguarding arrangements for participants under the age of 18 and vulnerable adults. All members of CMT’s welfare team have completed extensive training with an online training provider that specialises in safeguarding and duty-of-care courses. CMT requires its staff to undergo annual training to update their knowledge prior to the commencement of its sport camps. The Provider also reviews its safeguarding arrangements with its partner organisations annually.

CMT’s staff have completed online training on recognising radicalisation and extremism and the staff handbook contains further information about how to recognise these and the referral process. The policy is updated every two years and the Provider has recently completed a detailed risk assessment.

There is an e-policy in place that references existing staff and participant codes of conduct. It covers on-site use of social media and devices such as mobile telephones, tablets and cameras.

CMT maintains a closed page on a well-known social networking platform for participants’ parents and guardians. This is updated daily by staff at the sports camps.

CMT collects contact details for participants and their next of kin, and these are stored on the Provider’s MIS. CMT’s staff can access the information quickly and easily, within and outside normal hours.

17. **International participants are provided with specific advice and assistance**

| 17.1 International participants receive appropriate advice before their arrival on travelling to and living in their host country. | ☒ Yes ☐ No |
| 17.2 International participants receive an appropriate induction upon arrival covering issues specific to the local area. | ☒ Yes ☐ No |
| 17.3 Information and advice specific to international participants continue to be available throughout their course of study. | ☒ Yes ☐ No |
| 17.4 Provision of support takes into account cultural and religious considerations. | ☒ Yes ☐ No |

**This standard is judged to be:** ☒ Met ☐ Partially Met ☐ Not Met ☐ NA

**Comments**

International participants receive a comprehensive parent pack upon enrolling on CMT’s programmes. Each pack is specific to the venue chosen by the participant and includes information about the local area, things to bring, participant welfare on site, the behaviour expected of them, and airport transfers. Parents also get a list of local hotels and taxi companies if they plan to stay in the local area while the sports camp is in progress. A reminder email is sent about these requirements before the sports camps start.

International participants receive an induction on the day of their arrival. The welcome presentation introduces them to members of CMT’s staff, including the welfare team. The presentation includes visual information to ensure all the participants understand the content and includes information about the location of the venue, the camp schedule and camp security.

Information and guidance specific to international participants are available from a member of the welfare team at each venue throughout participants’ period of study.

Parents notify CMT of any cultural or religious considerations so that CMT can ensure that the necessary support is put in place. The residential accommodation has rooms that can be used as prayer rooms as required.
### 18. The fair treatment of participants is ensured

<table>
<thead>
<tr>
<th>18.1</th>
<th>Participants apply for and are enrolled on courses under fair and transparent contractual terms and conditions, which include appropriate refund arrangements and a cooling-off period.</th>
<th>☒ Yes ☐ No</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.2</td>
<td>Participants have access to a fair complaints procedure of which they are informed in writing at the start of the course.</td>
<td>☒ Yes ☐ No</td>
</tr>
<tr>
<td>18.3</td>
<td>Participants are advised of BAC’s complaints procedure.</td>
<td>☒ Yes ☐ No ☐ NA</td>
</tr>
</tbody>
</table>

**This standard is judged to be:** ☒ Met ☐ Partially Met ☐ Not Met

**Comments**

Participants are enrolled on courses under fair and transparent contractual terms and conditions, which include appropriate refund arrangements and a 14-day cooling-off period. The terms and conditions also include detailed clauses about refunds and vouchers if a participant is injured during a course.

Participants and their families have access to a fair complaints procedure, which is detailed in CMT’s booking terms and conditions, and which includes the BAC complaints procedure.

### 19. Where residential accommodation is offered, it is fit for purpose, well maintained and appropriately supervised

<table>
<thead>
<tr>
<th>19.1</th>
<th>Any residential accommodation is clean, safe and of a standard that is adequate to meet the needs of participants.</th>
<th>☒ Yes ☐ No</th>
</tr>
</thead>
<tbody>
<tr>
<td>19.2</td>
<td>Any residential accommodation, where participants under 18 are accommodated, is open to inspection by the appropriate authorities, including Ofsted.</td>
<td>☒ Yes ☐ No ☐ NA</td>
</tr>
<tr>
<td>19.3</td>
<td>Clear rules regarding fire safety and other health and safety procedures are in place and appropriate precautions are taken for the security of participants and their property.</td>
<td>☒ Yes ☐ No</td>
</tr>
<tr>
<td>19.4</td>
<td>A level of supervision is provided that meets the needs of participants.</td>
<td>☒ Yes ☐ No</td>
</tr>
<tr>
<td>19.5</td>
<td>Appropriate measures are in place to ensure that participants under the age of 18 and those over the age of 18 are separated when allocating accommodation.</td>
<td>☐ Yes ☐ No ☐ NA</td>
</tr>
</tbody>
</table>

**This standard is judged to be:** ☒ Met ☐ Partially Met ☐ Not Met ☐ NA

**Comments**

The residential accommodation offered at CMT’s sports camps is clean, safe and of a good standard to meet the needs of participants.

As all participants are under 18 years of age, the residential accommodation is open to inspection by the appropriate authorities in the UK.

Clear rules regarding fire safety and other health and safety procedures are in place. Appropriate precautions are taken for the security of participants and their property. A weekly fire alarm test is carried out to ensure that participants know what to do in the event of a fire. Health and safety signage is displayed at all venues.

Valuables can be secured in a locked box in the residential accommodation. At the end of the programme of study, participants’ parents or family members are required to show photographic identification when they collect the valuables.

A level of supervision is provided that meets the needs of the participants. Participants are segregated based on gender, age and their programme of study, as appropriate. The required staff-to-participant ratio is one to ten at all times, with the average ratio being one to six. The senior management team visits all sites several times a week.
20. The welfare of participants in home-stay accommodation is ensured and the provider's relationship with the hosts is properly managed

20.1 Due care is taken in selecting home-stay accommodation that both provides a safe and comfortable living environment for participants and is appropriately located for travel to the provider and back. ☐ Yes ☐ No

20.2 Any home-stay accommodation is inspected before participants are placed and is subject to regular re-inspection by a responsible representative or agent of the provider. ☐ Yes ☐ No

20.3 The provider has appropriate contracts in place with any hosts, clearly setting out the rules, terms and conditions of the provision. ☐ Yes ☐ No

20.4 Appropriate advice and support are given to both hosts and participants before and during the placement. ☐ Yes ☐ No

20.5 Clear monitoring procedures are in place with opportunities for participant feedback and prompt action taken in the event of problems. ☐ Yes ☐ No

This standard is judged to be: ☒ Met ☐ Partially Met ☐ Not Met ☒ NA

Comments

21. Participants have access to an appropriate social programme and information on leisure activities in the local area

21.1 Participants are provided with appropriate information on opportunities for participation at events and other leisure activities that may be of interest. ☒ Yes ☐ No

21.2 The social programme is responsive to the needs and wishes of participants. ☒ Yes ☐ No ☐ NA

21.3 Any activities within the social programme have been chosen with consideration for their affordability for the majority of participants. ☒ Yes ☐ No ☐ NA

21.4 The activities organised by the provider are effectively supervised by a responsible adult representative with suitable qualifications and/or experience. ☒ Yes ☐ No ☐ NA

21.5 Off-site social activities are subject to an appropriate risk assessment and suitable safeguards are put in place as a result. ☒ Yes ☐ No ☐ NA

This standard is judged to be: ☒ Met ☐ Partially Met ☐ Not Met

Comments

Participants are provided with appropriate information about social events that may be of interest to them. Members of the welfare team organise activities in the participants' residential accommodation, including quiz and games nights, volleyball and rounders.

The social programme is responsive to the needs and wishes of the participants. All activities within the social programme are included in the cost of the sports camps.

The off-site activities organised by CMT are effectively supervised by a member of the senior management team, who accompanies each excursion. The excursions are pre-planned based on the programme and location of the venue.
Participants have visited sporting facilities that are relevant to their interests, such as Anfield, Stamford Bridge and Wimbledon, and have been to the Union of European Football Associations Women’s Euro 2022 football matches. Cultural visits have been made to Oxford, Portsmouth, Brighton and London. Participants confirmed that they had really enjoyed the excursions offered by CMT.

A detailed risk assessment is completed for each off-site social activity and suitable safeguards are put in place as a result.

### INSPECTION AREA – PREMISES AND FACILITIES

22. The provider has formal arrangements in place that mean it has possession of and/or access to suitable premises

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<tbody>
<tr>
<td>22.1</td>
<td>The provider has formal arrangements in place that mean it has possession of and/or access to suitable premises.</td>
<td>☒ Yes</td>
<td>☐ No</td>
</tr>
<tr>
<td>22.2</td>
<td>The provider has access to suitable external premises of a temporary or occasional nature for training purposes.</td>
<td>☐ Yes</td>
<td>☐ No</td>
</tr>
</tbody>
</table>

**This standard is judged to be:**

<table>
<thead>
<tr>
<th>Met</th>
<th>Partially Met</th>
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**Comments**

CMT has booking contracts with each of the venues it uses for its camps. These contracts are arranged in a timely manner, and this informs the Provider about the capacity available for its programme of studies so that additional premises are not required. CMT has formal, long-established arrangements in place with the Kia Oval for the provision of serviced offices. Additional space is hired on site prior to the start of the Provider’s camps due to increased staffing levels.

23. The premises provide a safe, secure and clean environment for participants and staff

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<tbody>
<tr>
<td>23.1</td>
<td>Access to the premises is appropriately restricted and secured.</td>
<td>☒ Yes</td>
<td>☐ No</td>
</tr>
<tr>
<td>23.2</td>
<td>The premises are maintained in an adequate state of repair, decoration and cleanliness.</td>
<td>☒ Yes</td>
<td>☐ No</td>
</tr>
<tr>
<td>23.3</td>
<td>There are specific safety rules in hazardous areas, for example, science laboratories, which are readily accessible to participants, staff and visitors.</td>
<td>☐ Yes</td>
<td>☐ No</td>
</tr>
<tr>
<td>23.4</td>
<td>General guidance on health and safety is made available to participants, staff and visitors.</td>
<td>☒ Yes</td>
<td>☐ No</td>
</tr>
<tr>
<td>23.5</td>
<td>There is adequate signage inside and outside the premises and notice boards for the display of general information.</td>
<td>☒ Yes</td>
<td>☐ No</td>
</tr>
<tr>
<td>23.6</td>
<td>There is adequate circulation space for the number of participants and staff accommodated, and a suitable area in which to receive visitors.</td>
<td>☒ Yes</td>
<td>☐ No</td>
</tr>
<tr>
<td>23.7</td>
<td>There are toilet facilities of an appropriate number and level of cleanliness.</td>
<td>☒ Yes</td>
<td>☐ No</td>
</tr>
<tr>
<td>23.8</td>
<td>There is adequate heating and ventilation in all rooms.</td>
<td>☒ Yes</td>
<td>☐ No</td>
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</tbody>
</table>

**This standard is judged to be:**

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<tr>
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<th>Partially Met</th>
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**Comments**

Access to CMT’s summer camps is appropriately restricted and secured with 24-hour on-site security. All staff and participants wear lanyards for easy identification and participants are restricted to specific areas of the venues. Visitors attending CMT’s administration offices are required to sign in at a manned Reception desk which ensures that its offices are appropriately restricted and secured.
The premises CMT uses for its camps are independent boarding schools. These are maintained in a good state of repair, decoration and cleanliness. CMT’s serviced administration offices are maintained to a high level of repair, decoration and cleanliness.

General guidance on health and safety is made available to participants, staff and visitors at CMT’s camps. All venues produce a welcome pack that contains health and safety information. Staff undergo health and safety training before the summer camps begin. All the venues used by CMT for its camps have comprehensive health and safety procedures in place. Guidance on health and safety for CMT’s administration offices is available on the Kia Oval website.

There is adequate signage inside and outside the premises used for the sports camps and the Provider’s administration offices. Notice boards are used to display general information in and around the venues.

There is a good level of circulation space for the number of participants and staff accommodated at the Provider’s camp venues. There are also suitable areas in which to receive visitors and participants’ family members. These are staffed and are centrally located. The Provider’s administration offices also provide staff and visitors with an excellent level of circulation space.

There are toilet facilities of an appropriate number and level of cleanliness at CMT’s administration offices and its camp venues. Additional temporary toilets are provided near to the sports facilities to ensure ease of access for participants and staff.

Adequate heating and ventilation are available in all of the rooms used by the Provider. Additional temporary ventilation for all premises is provided should it be required.

24. **Training rooms and other learning areas are appropriate for the courses offered**

24.1 Training rooms and other learning areas provide adequate accommodation for the teaching/training sessions allocated to them.

24.2 Training rooms and any specialised learning areas, for example, laboratories, workshops and studios, are equipped to a level that allows for the effective delivery of each course.

24.3 There are facilities suitable for conducting the assessments required for each course.

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
<th>NA</th>
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<tbody>
<tr>
<td>24.1</td>
<td>☒</td>
<td>☐</td>
<td></td>
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<tr>
<td>24.2</td>
<td>☒</td>
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<tr>
<td>24.3</td>
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</table>

**This standard is judged to be:**

☒ Met ☐ Partially Met ☐ Not Met

**Comments**

Training rooms and other learning areas provide adequate accommodation for the training sessions allocated to them.

Training rooms are appropriately equipped. They contain whiteboards, screens and projectors or flipchart boards. Seminars or large-group sessions are held in lecture halls or seminar rooms.

CMT selects the venues for its programmes based on the provision of high-quality sports coaching facilities, which may include sports pitches, tennis courts, nine-hole golf courses and sports centres.

The facilities are suitable for conducting the Provider’s own end-of-course assessments for its EFL/academic courses and the practical elements of its sports courses.

25. **There are appropriate additional facilities for participants and staff**

25.1 Participants have access to sufficient space, which could include a library and suitable Information Technology (IT) facilities so that they can carry out their own private work and/or study.

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
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</thead>
<tbody>
<tr>
<td>25.1</td>
<td>☒</td>
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</tbody>
</table>

**Comments**

Training rooms and other learning areas provide adequate accommodation for the training sessions allocated to them.
25.2 Trainers have access to sufficient personal space for preparing teaching/training sessions, marking work and relaxation. ☒ Yes ☐ No ☐ NA

25.3 Participants and staff have access to space and facilities suitable for relaxation and the consumption of food and drink, including facilities that are located outside the premises. ☒ Yes ☐ No

25.4 There are individual offices or rooms in which teachers/trainers and senior management can hold private meetings and a room of sufficient size to hold staff meetings. ☒ Yes ☐ No

25.5 Administrative offices are adequate in size and are resourced for the effective administration of the provider. ☒ Yes ☐ No

This standard is judged to be: ☒ Met ☐ Partially Met ☐ Not Met

Comments

Participants, who need it, have access to sufficient space to carry out their own private work and/or study if required. Participants have access to lounges at each venue that provide a safe area where participants can meet and socialise. Participants have access to wireless connectivity and their mobile telephones at specific times during the day. Participants attending the sports camps are asked not to bring laptops or computers as these will not be used during their course. Participants on the CSS programme are provided with laptops to carry out their studies.

Trainers have access to sufficient personal space for preparing training sessions, marking work and for relaxation. Areas in the residential accommodation are also allocated for staff use during their free time. Trainers can also use the on-site offices to prepare or mark work.

Participants and staff have access to space and facilities suitable for relaxation and the consumption of food and drink. CMT’s administration offices are situated in the Kia Oval which has a kitchen available on-site and a wide range of facilities located nearby. The residential accommodation blocks at the Provider’s venues have on-site kitchens that can be used by staff to make drinks and snacks for participants and themselves outside normal mealtimes. As the participants are under 18 years old, they are unable to leave the venues without being accompanied by a member of staff, so everything they require is provided on site.

There are individual offices or rooms in which teachers, trainers and senior management can hold private meetings and a room of sufficient size to hold staff meetings at CMT’s administration offices and at each of the venues used by the Provider.

CMT’s administrative offices are adequate in size and are well resourced for the effective administration of the Provider. There is also additional office space available should CMT require it prior to the start of its summer programme.

COMPLIANCE WITH STATUTORY REQUIREMENTS

Declaration of compliance has been signed and dated ☒ Yes ☐ No
PART C – SUMMARY OF STRENGTHS AND ACTION POINTS

Numbering of action points aligns with that of the minimum standards

MANAGEMENT, STAFFING AND ADMINISTRATION

Provider’s strengths

A well-established, experienced management team ensures that CMT’s camps provide participants with the opportunity to develop both sports and academic skills.

A custom-built MIS ensures that CMT responds quickly to enquiries and also provides CMT with the ability to provide a safe, secure environment for participants and staff attending its courses.

The management team regularly reviews the feedback it receives while its sports camps are in progress, and it quickly responds to requests made by participants and their families.

CMT recruits experienced trainers and coaches for its summer schools in partnership with football clubs and professional sportspeople, ensuring participants experience high-quality training.

<table>
<thead>
<tr>
<th>Actions required</th>
<th>Priority H/M/L</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.1 The Provider must introduce a clear policy on attendance and punctuality and communicate this to all participants and their parents or guardians.</td>
<td>☐ High ☒ Medium ☐ Low</td>
</tr>
<tr>
<td>7.5 The Provider must introduce a mechanism for reporting to the participants what it has done in response to their feedback.</td>
<td>☐ High ☒ Medium ☐ Low</td>
</tr>
</tbody>
</table>

TEACHING, LEARNING AND ASSESSMENT

Provider’s strengths

CMT offers participants the opportunity to train with professional and highly experienced sportspeople, some of whom have played at an international level.

CMT’s EFL courses complement its sports courses and this ensures that participants learn language that will help them to progress in their chosen sport.

CMT’s trainers have a good level of subject knowledge, which they use to make the Provider’s courses fun as well as educational.

CMT’s partnership with Charterhouse School has led to the complementary development of an academic programme that offers international participants the opportunity to experience study at a UK educational institution.

<table>
<thead>
<tr>
<th>Actions required</th>
<th>Priority H/M/L</th>
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</thead>
<tbody>
<tr>
<td>10.4 The Provider must ensure that all participants actively participate in classroom-based sessions.</td>
<td>☐ High ☒ Medium ☐ Low</td>
</tr>
</tbody>
</table>

PARTICIPANT WELFARE

Provider’s strengths

CMT’s strong welfare team ensures that participants are well supported during their time at the sports camps.

Members of the welfare team are easily recognisable, and accessible to participants at all times.

CMT has created a safe, secure environment in the residential accommodation provided for participants.
CMT offers participants a range of social and enrichment activities that are well suited to their course of study and their ages.

<table>
<thead>
<tr>
<th>Actions required</th>
<th>Priority H/M/L</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>☐ High ☐ Medium ☐ Low</td>
</tr>
</tbody>
</table>

**PREMISES AND FACILITIES**

**Provider’s strengths**

CMT’s camps are located in independent boarding schools, each of which offers a variety of professional sports facilities.

The delivery venues provide participants with the opportunity to attend CMT’s camps in environments that are conducive to learning.

<table>
<thead>
<tr>
<th>Actions required</th>
<th>Priority H/M/L</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>☐ High ☐ Medium ☐ Low</td>
</tr>
</tbody>
</table>

**RECOMMENDED AREAS FOR IMPROVEMENT**

To be reviewed at the next inspection

It is recommended that review and completion dates are added to the goals and action points that arise as a result of staff performance reviews and appraisals.

**COMPLIANCE WITH STATUTORY REQUIREMENTS**