Aberlour Primary Nursery School
Day Care of Children
Mary Avenue
Aberlour
AB38 9PN
Telephone: 01340 871255

Inspected by: Rod Coltart
Type of inspection: Unannounced
Inspection completed on: 25 May 2012
Summary

This report and grades represent our assessment of the quality of the areas of performance which were examined during this inspection.

Grades for this care service may change after this inspection following other regulatory activity. For example, if we have to take enforcement action to make the service improve, or if we investigate and agree with a complaint someone makes about the service.

We gave the service these grades

<table>
<thead>
<tr>
<th>Area</th>
<th>Grade</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>Quality of Care and Support</td>
<td>5</td>
<td>Very Good</td>
</tr>
<tr>
<td>Quality of Environment</td>
<td>5</td>
<td>Very Good</td>
</tr>
<tr>
<td>Quality of Staffing</td>
<td>5</td>
<td>Very Good</td>
</tr>
<tr>
<td>Quality of Management and Leadership</td>
<td>4</td>
<td>Good</td>
</tr>
</tbody>
</table>

What the service does well

The provider aims to provide a flexible, responsive service; and it seeks to maintain relevant current information linked to meeting the needs of each child. Many parents and carers believe the staff to be "excellent" and "helpful". A range of activities, equipment and toys is available to develop the children in their care. The working relationship between staff and parents and children remains very positive.

What the service could do better

The service noted several areas for improvement within the self-assessment form. We received one comment from a parent/carer which requested the ongoing review of information sharing opportunities for parents/carers to feedback.

We would encourage the staff and manager to continue to build on future planning linked to the involvement of service users and carers.

The Nursery handbook is planned to be updated to reflect:
the change of regulator,
Timescales for parental/carer visits.
What the service has done since the last inspection

Since the last inspection the provider has continued to develop the use of mind mapping and other strategies to involve service users and their carers in the development of the service.

Conclusion

Staff work positively with children and their parents/carers to provide a flexible and responsive service.

Who did this inspection

Rod Coltart
1 About the service we inspected

The Care Inspectorate is the new regulatory body for care services in Scotland. It will award grades for services based on the findings of inspections. The history of grades that services have previously been awarded by the Care Commission will also be available on the Care Inspectorate’s website.

All references in this report will be to The Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulations 2011 (“the Regulations”) (SSI 2011/210).

Aberlour Primary School Nursery is a local authority nursery which provides care to children from the ages of 3 years to those children not yet attending primary school. The service operates from a classroom linked to the primary school.

The service has an extensive list of Aims including providing a secure environment in which young children feel confident to try out new experiences and are not put off by failure.

There were 18 children present in the morning and 12 children present in the afternoon on the day of the inspection.

Based on the findings of this inspection this service has been awarded the following grades:

**Quality of Care and Support** - Grade 5 - Very Good  
**Quality of Environment** - Grade 5 - Very Good  
**Quality of Staffing** - Grade 5 - Very Good  
**Quality of Management and Leadership** - Grade 4 - Good

This report and grades represent our assessment of the quality of the areas of performance which were examined during this inspection.

Grades for this care service may change following other regulatory activity. You can find the most up-to-date grades for this service by visiting our website www.scswis.com or by calling us on 0845 600 9527 or visiting one of our offices.
2 How we inspected this service

The level of inspection we carried out
In this service we carried out a low intensity inspection. We carry out these inspections when we are satisfied that services are working hard to provide consistently high standards of care.

What we did during the inspection
This report was written following an unannounced inspection that took place on 25 May 2012, commencing at 09:00 to 14:15.

Feed back with the staff present took place the same day.

As requested by us, the service sent us a completed self-assessment form.

We issued 10 care standards questionnaires to the nursery for distribution to parents who use the service, 9 completed questionnaires had been returned before the inspection.

In this inspection we gathered evidence from various sources, including the relevant sections of policies, procedures, records and other documents including:

Supporting evidence for the up to date self assessment
Service questionnaires “Having your say”
Children’s records
Accident and Incident Records
Child Protection
Complaints policy
Behaviour Management

Observation of practice and discussion with some of the staff
Examination of the environment and equipment.
Grading the service against quality themes and statements

We inspect and grade elements of care that we call ‘quality themes’. For example, one of the quality themes we might look at is ‘Quality of care and support’. Under each quality theme are ‘quality statements’ which describe what a service should be doing well for that theme. We grade how the service performs against the quality themes and statements.

Details of what we found are in Section 3: The inspection

Inspection Focus Areas (IFAs)

In any year we may decide on specific aspects of care to focus on during our inspections. These are extra checks we make on top of all the normal ones we make during inspection. We do this to gather information about the quality of these aspects of care on a national basis. Where we have examined an inspection focus area we will clearly identify it under the relevant quality statement.

Fire safety issues

We do not regulate fire safety. Local fire and rescue services are responsible for checking services. However, where significant fire safety issues become apparent, we will alert the relevant fire and rescue services so they may consider what action to take. You can find out more about care services’ responsibilities for fire safety at www.firelawscotland.org
Quality Theme 2: Quality of Environment

Grade awarded for this theme: 5 - Very Good

Statement 2
We make sure that the environment is safe and service users are protected.

Service strengths
The premises were observed to be in a very good state of repair and the accommodation had suitable ventilation, heating and light. Due to the numbers of children attending, linked to the design of the nursery room and adjacent toilet facilities, space is at a premium. However staff make very good use of the space available to them.

A no smoking policy was in place and the premises secured during the session.

There was access to an outdoor play area. The area of the accommodation inspected was observed as clean. There was a visitor’s book available and the inspecting officer was asked to sign the book placed in the main building.

Visitors to the service did not have unsupervised access to service users.

Welcoming notices with appropriate information were clearly displayed at the entrance to the service. The service has a number of risk assessments in place and the staff are aware appropriate standards of care should be maintained at all times.

The service users could access the school hall and had access to toilets off the alarmed and secured front entrance.

The layout allowed for areas where the children attending can play independently, or in a small group.

The service made use of dedicated play areas in the school grounds.

Areas for improvement
We observed the children making use of the designated play area to the rear of the school. This area is not secure and staff are required to be strategically deployed to ensure that children could not access the front of the school and the road beyond. The gate adjacent to the road leading from the rear of the school was not secure. Following discussions with the manager it was agreed to update the risk assessment linked to the playground and act on any remedial action that may be identified.
Statement 5
The accommodation and resources are suitable for the needs of the service users.

Service strengths
The accommodation and resources inspected were considered to be varied and provided a range of stimulating and challenging activities linked to children’s ongoing developmental needs.

In addition to the main playground previously discussed, the service has a dedicated garden area which continues to develop.

Areas for improvement
We noted that the staff are keen to develop the garden area and other associated practice linked with the “Forest Schools” ideology. We would agree that this area of practice is an important one and hope that this will continue to develop with the involvement of other stakeholders.
Quality Theme 3: Quality of Staffing

Grade awarded for this theme: 5 - Very Good

Statement 3
We have a professional, trained and motivated workforce which operates to National Care Standards, legislation and best practice.

Service strengths
The staff team in the nursery have been working together for many years. They work very well together, responding quickly and sensitively to the children’s requests for support or helping to create a positive learning environment. We were informed that the manager of the service monitors the service through regular visits to the nursery classes.

Staff indicated that they historically have been able, with the support of the manager, to access training. Training courses have been linked to staff development.

We found evidence that the provider has carried out a recent quality assurance audit of the service and the findings are the subject of ongoing development.

Staff are focussed on providing a stimulating environment and there is evidence that weekly/daily planning take place. These plans ensure that the staff provide very good learning opportunities for the service users within the service. We found evidence that ongoing training continues to be a facet of their professional development.

Areas for improvement
The provider is to continue to offer relevant training opportunities for the staff members. The nursery assistant hopes to access a first aid course in the near future and we believe that this course would be of benefit to service users and staff.

The service complaints procedure is to be updated to take into account the new regulator.

Staff are expected to continue to build on their knowledge and understanding of the Curriculum of Excellence.

Grade awarded for this statement: 5 - Very Good

Number of requirements: 0

Number of recommendations: 0
Statement 4
We ensure that everyone working in the service has an ethos of respect towards service users and each other.

Service strengths
The staff are aware of and adhere to the provider’s Equality and Diversity Policy.

We observed staff supporting service users’ learning throughout the session, acknowledging good behaviour and acting as positive role models for all present.

As previously stated the staff group are keen to ensure individuals’ needs are known and steps are taken to ensure service users and carers are able to express their views and influence how the service operates.

From information received from the CSQs it is evident that parents and carers believe that staff treat the children and parents and carers with “dignity and respect”.

The manager indicated that he has an open door policy and is available to "pupils, staff and carers" who may have concerns linked to the service provision.

Areas for improvement
We believe the staff are keen to ensure everyone is respected and treated appropriately.

It was evident that the staff would like to see parents/carers of nursery pupils continue to be involved in the Parent Council. This is to ensure that the whole school continues to be represented in any strategic planning that takes place.

We would agree that this area of development would be worthwhile.

Grade awarded for this statement:  5 - Very Good
Number of requirements:  0
Number of recommendations:  0
Quality Theme 4: Quality of Management and Leadership

Grade awarded for this theme: 4 - Good

Statement 2
We involve our workforce in determining the direction and future objectives of the service.

Service strengths
The provider has extensive aims and objectives linked to the service provision.

Staff have previously taken part in early year development meetings with linked staff within the primary school. These meetings have assisted with the learning environment and helped support the transition process.

Staff confirmed that they are supported to access their “progress and practice” through the use of Child at the Centre guidance. It is noted that joint training with staff from other centres is welcomed and been of benefit in helping to establish an open forum for continuous development.

We discussed with the manager how staff in the whole school were kept informed of national and local developments. The nursery is seen as an integral part of the Aberlour Primary School and staff spoken with understood the relevance of influencing and working to a coherent school development plan.

Areas for improvement
The ongoing reflection of practice through a continuous learning framework will help maintain a culture of staff involvement in the planning of future service provision.

Grade awarded for this statement: 4 - Good

Number of requirements: 0

Number of recommendations: 0

Statement 4
We use quality assurance systems and processes which involve service users, carers, staff and stakeholders to assess the quality of service we provide

Service strengths
The provider has evidenced in the past that they are aware of the provider’s responsibilities to report particular issues and events to Social Care and Social Work Improvement Scotland (SCWIS) or the Scottish Social Services Council (SSSC). The inspector was satisfied that the manager took these responsibilities seriously and would ensure prescribed incidents are reported to the relevant organisation.
The service used external and internal quality assurance systems to assess and review the quality of the service provided.

**Areas for improvement**

The previous HMIe Integrated Inspection at the school highlighted as an area of improvement arrangements for monitoring and evaluating the quality of the provision. While some development had taken place the manager acknowledged that these improvements had yet to be fully implemented. This area of practice had very recently been discussed with the Moray Council audit team. Plans are to be implemented to meet this area of improvement.

**Grade awarded for this statement:** 4 - Good

**Number of requirements:** 0

**Number of recommendations:** 0
4 Other information

Complaints
No complaints have been upheld, or partially upheld, since the last inspection.

Enforcements
We have taken no enforcement action against this care service since the last inspection.

Additional Information

Action Plan
Failure to submit an appropriate action plan within the required timescale, including any agreed extension, where requirements and recommendations have been made, will result in SCSWIS re-grading the Quality Statement within the Management and Leadership Theme as unsatisfactory (1). This will result in the Quality Theme for Management and Leadership being re-graded as Unsatisfactory (1).
5 Summary of grades

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<thead>
<tr>
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<td>Statement 2</td>
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6 Inspection and grading history

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<tr>
<th>Date</th>
<th>Type</th>
<th>Gradings</th>
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<tr>
<td>9 Jun 2008</td>
<td>Announced (short notice)</td>
<td>Care and support 5 - Very Good</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Environment 4 - Good</td>
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<td></td>
<td></td>
<td>Staffing 4 - Good</td>
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<td></td>
<td></td>
<td>Management and Leadership 4 - Good</td>
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All inspections and grades before 1 April 2011 are those reported by the former regulator of care services, the Care Commission.
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Translations and alternative formats
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Tha am foilseachadh seo ri fhaighinn ann an cruthannan is cànain eile ma nithear iarrtas.

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