

Care service inspection report

Full inspection

Coldingham Primary School Nursery Day Care of Children

School Road
Coldingham
Eyemouth

Service provided by: Scottish Borders Council

Service provider number: SP2003001976

Care service number: CS2003016104

Inspection Visit Type: Unannounced

Care services in Scotland cannot operate unless they are registered with the Care Inspectorate. We inspect, award grades and set out improvements that must be made. We also investigate complaints about care services and take action when things aren't good enough.

Please get in touch with us if you would like more information or have any concerns about a care service.

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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

Quality of care and support	5	Very Good
Quality of environment	5	Very Good
Quality of staffing	5	Very Good
Quality of management and leadership	4	Good

What the service does well

We found staff were motivated and enthusiastic in their role, providing a variety of learning experiences to ensure the best outcomes for the children. They were encouraged to be achieving, confident individuals as staff gave them praise and encouragement in their efforts and making choices in nursery.

Children seemed happy and content in nursery. They were confident in approaching staff and involving them in their play.

What the service could do better

The provider should work together with management and staff to meet the three recommendations made at this inspection.

What the service has done since the last inspection

The service had worked with Scottish Borders Council to meet the requirements made in relation to the premises at the last inspection.

Conclusion

We found Coldingham Primary School Nursery provided a warm, stimulating environment where children could learn and develop through play, while having fun.

Children seemed happy and content in nursery. They were confident in approaching staff and involving them in their play.

The staff continued to offer parents/carers very good opportunities to become involved in the service. At the inspection we saw children were responsible, confident and happy in the nursery.

1 About the service we inspected

The Care Inspectorate regulates care services in Scotland. Information about all care services is available on our website at: www.careinspectorate.com

This service was previously registered with the Care Commission and transferred its registration to the Care Inspectorate on 1 April 2011.

Coldingham Primary School Nursery is registered to provide a care service to a maximum of 20 children between the ages of 3 years and entry into primary school.

The nursery operates from a purpose built portacabin within the grounds of Coldingham Primary School in the village of Coldingham.

The aims and objectives of the nursery included:

'To provide a creative play based curriculum, appropriate to the individual needs of the child within a happy, safe and secure environment.

To motivate the individual child to achieve through their natural ability to learn and develop through play and therefore promoting:

Curiosity in the world around them
The development of friendships
Working in partnership with others
Independence and decision making skills'.

The Care Inspectorate is committed to improving the health and wellbeing of all children receiving a care service to ensure they have the best start in life, are ready to succeed and live longer, healthier lives. The Care Inspectorate has an important role to play in supporting this approach in inspecting care services for children.

The Getting it Right for Every Child (GIRFEC) approach is underpinned by the principles of prevention and early intervention. It's a consistent way for people to work with all children and young people. The approach helps practitioners focus on what makes a positive difference for children and young people - and how they can act to deliver these improvements. Getting it right for every child is being threaded through all existing policy, practice, strategy and legislation affecting children, young people and their families.

In Scotland, the Getting it right for every child (GIRFEC) approach puts wellbeing at the very heart of its approach. The eight 'indicators' of wellbeing that form the basis of GIRFEC are- safe, healthy, achieving, nurtured, active, respected, responsible and included - often referred to as 'SHANARRI'.

Recommendations

A recommendation is a statement that sets out actions that a care service provider should take to improve or develop the quality of the service, but where failure to do so would not directly result in enforcement.

Recommendations are based on the National Care Standards, SSSC codes of practice and recognised good practice. These must also be outcomes-based and if the provider meets the recommendation this would improve outcomes for people receiving the service.

Requirements

A requirement is a statement which sets out what a care service must do to improve outcomes for people who use services and must be linked to a breach in the Public Services Reform (Scotland) Act 2010 (the "Act"), its regulations, or orders made under the Act, or a condition of registration. Requirements are enforceable in law.

We make requirements where (a) there is evidence of poor outcomes for people using the service or (b) there is the potential for poor outcomes which would affect people's health, safety or welfare.

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.careinspectorate.com or by calling us on 0345 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

We wrote this report after an unannounced inspection which took place between 9.15am and 2.30pm on 26 January 2016. The inspection was carried out by one Care Inspectorate Inspector.

We sent the service 10 Care Standards Questionnaires to give to parents and carers of children who used the service. Four were returned before the inspection. We also sent six questionnaires for the manager to give to staff. Three were returned before the inspection, as there were only three members of staff in the nursery.

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

- The annual return
- Participation policy
- Safety policy
- Child Protection policy
- Healthy eating policy
- Infection control policy
- Confidentiality policy
- Complaints policy
- Children's personal folders and observation records
- Children's 'Learning Stories'
- The nursery handbook
- Parent questionnaires and evaluations

Observation of the environment, toys and equipment
Discussion with staff and observation of their interaction with the children
Discussion with the Head Teacher
Discussion with Parents
Talking to the children

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.firescotland.gov.uk

The annual return

Every year all care services must complete an 'annual return' form to make sure the information we hold is up to date. We also use annual returns to decide how we will inspect the service.

Annual Return Received: Yes - Electronic

Comments on Self Assessment

Every year all care services must complete a 'self assessment' form telling us how their service is performing. We check to make sure this assessment is accurate.

The Service did not submit a self-assessment to the Care Inspectorate as requested by us in 2015.

Taking the views of people using the care service into account

We spoke to some of the children and listened to them telling us things they enjoyed doing at nursery. They told us they liked to 'play with the puzzles' and 'in the home corner'. The children seemed very happy and relaxed in the setting.

Taking carers' views into account

We spoke to two parents who told us they were very happy with the service. They said their children really liked nursery and all the staff were friendly and very approachable. This was also reflected in our questionnaires.

3 The inspection

We looked at how the service performs against the following quality themes and statements. Here are the details of what we found.

Quality Theme 1: Quality of Care and Support

Grade awarded for this theme: 5 - Very Good

Statement 3

"We ensure that service users' health and wellbeing needs are met."

Service Strengths

We found very good evidence of how staff met children's health and wellbeing needs, including children's learning stories, personal development plans, working in partnership with parents and other professionals and policies and procedures they followed.

Through discussion with staff it was clear they were committed to working together with families and other professionals to ensure the best possible outcomes for the children. They gave us confidential examples of this.

Children were nurtured and learning to be achieving as staff had developed detailed 'Learning Stories' for each child. These included observations of their development and next steps in their learning, for example independent tasks like fastening their coats and putting their shoes on, their achievements in nursery and 'All about me' booklets. Parents were included in their child's learning and development as staff shared and reviewed their 'Learning Stories' regularly. Parents were also encouraged to comment and share their child's achievements and things they were helping them with at home. This made children feel valued and respected.

Children were learning about healthy eating and lifestyles through topics and discussions at circle time, for example snacks reflected the current Scottish theme when the children were enjoying oatcakes and cheese. We saw snack was a sociable time where staff sat with the children and chatted to them. Children were being independent in choosing their snack and pouring their drinks.

Children were learning good hygiene practice, for example washing their hands before eating and brushing their teeth after snack. They also had very good opportunities to be active at nursery as they had access to the outdoor play area every day.

The child protection policy and procedure was detailed and included senior management and staff responsibility in protecting children and keeping them safe. Staff spoke with a very good knowledge on child protection issues and were fully aware of the procedure they would follow if they had any concerns.

Parents who completed the nursery survey on the 'Learning Stories' clearly appreciated these being sent home so they could share them with other members of the family. Comments included:

'I really enjoy flicking through on a regular basis. I love the photographs and attention to detail - I feel very informed through a combination of whiteboard notes, learning tree and learning stories. Gives a whole picture'.

Parents who completed our questionnaires all 'strongly agreed' the staff encourage their child to form positive relationships with other children and provide a well-balanced diet which meets their child's dietary needs.

Areas for improvement

The service had recently begun to roll out the 'Flying Start' programme with the Home-School Link worker, which gives parents opportunities to come into nursery and be involved in their child's learning. They told us this had been a great success and plan to run this course again. We supported this as it also gives parents encouragement to carry on the activities with their child at home.

At snack time we saw children had not been given plates to eat their snack from.

(See recommendation 1).

Grade

5 - Very Good

Number of requirements - 0

Recommendations

Number of recommendations - 1

1. Staff should ensure children have plates at snack time.

National Care Standards for Early Education and Childcare up to the age of 16:

Standard 2 - A safe environment and Standard 3 - Health and wellbeing.

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

We found very good evidence of how staff made sure the environment was safe and children were protected. Policies and procedures were in place to support this, for example risk assessments, health and safety, nursery rules and infection control.

Children were safe within the nursery as the buzzer entry system meant no-one could enter the building without the knowledge of staff, and children could not leave unsupervised. The entrance area was bright, warm, welcoming and gave children room to be independent in hanging up their coats and bags, and changing their indoor/outdoor shoes.

Children had space to move around and make choices in their play as staff had made good use of the space available, for example some tables and chairs had been removed to allow more floor activities such as the large road mat, cars and lorries.

We saw all the children being responsible and respectful as staff gave them each a task of tidying up the areas of the nursery at the end of the session. We also saw them 'sweeping up the sand so nobody slips on it'.

Staff made sure the environment was safe as they carried out daily checks before the children arrived, for example checking toys, equipment and the outdoor play area.

Children had good opportunities to be curious and explore their natural surroundings as they had access to a safe, secure outdoor play area and small woodland area. They were learning about their local community as staff had taken them on outings to the local park, woodland walks and into the village.

As part of this inspection we have focused on how the service has promoted children's health and wellbeing through infection prevention measures. The toilet area and wash hand basins were clean and well maintained. Children's independence was encouraged as these were child height and easily accessible to them. There were appropriate infection control measures in place, which helped minimise the risk of the spread of infection. Staff we spoke to were very clear about good hygiene practice, for example dealing with soiled clothes and bodily fluids, using disposable gloves and aprons.

Parents who completed our questionnaires all 'strongly agreed' the service is a safe, secure, hygienic, smoke free, pleasant and stimulating environment.

Areas for improvement

Scottish Borders Council are in the process of securely fencing off and area of the playground so the nursery have access to an additional outdoor play area. This means the children will have freeflow access to outdoor, active play directly from the nursery building.

Grade

5 - Very Good

Number of requirements - 0

Number of recommendations - 0

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

Through discussion with the Head Teacher, nursery staff and observations, we found the whole staff team were very motivated and committed to ensuring the best possible outcomes for all the children. It was clear they had very good relationships with the children. Throughout the inspection we found staff to be kind, caring and considerate at all times.

Children were respected and included as staff encouraged them in their activities, giving them praise and encouragement while supporting them in their learning. The children seemed very at ease with the staff and were confident in approaching them and involving them in their play.

All staff held relevant qualifications and were registered with the General Teaching Council (GTC) or Scottish Social Services Council (SSSC). They were aware of the Codes of Practice, which meant they were expected to maintain professional standards in their work.

Staff told us they were responsible for keeping up to date with any training they felt could enhance their work in the nursery, for example legislation and best practice guidance including 'GIRFEC' and 'Building the Ambition'. All staff training records were kept on their individual Continuing Professional Development (CPD) file online. They told us the Head Teacher was very supportive and encouraged them in any training they were interested in.

Parents who completed our questionnaires all 'strongly agreed' they were confident that staff have the skills and experience to care for their child and support their learning and development.

Areas for improvement

Staff told us they had attended an information day on GIRFEC but wanted to attend a more in-depth training. They also told us they were familiar with 'Building the Ambition' and would also like to attend specific training. We agreed with this and directed them to the following e-learning websites where they could access this. <http://withscotland.org/professional> , <http://www.ndna.org.uk/freebngtraining>

Grade

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 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

We found the service had good evidence of how they involved parents, children and staff in assessing the quality of the service provided.

All parents were members of the Parent Council and were invited to attend meetings and give suggestions/ideas for improvement. This gave parents good opportunities to be further involved in the service. We saw this in the evaluation of parent questionnaires about the 'Learning Stories', for example some parents who were not always available to come into nursery and see their child's stories suggested a parent comment sheet where they could share their views/ideas. We saw staff had responded to this and also included a comments section in the newsletter.

The aims and objectives of the service were included in the information booklet for parents and stated that they aimed 'To provide a creative play based curriculum, appropriate to the individual needs of the child within a happy, safe and secure environment'.

Children were involved in the planning through 'mind mapping', discussion and the floorbooks. Staff told us they were familiarising themselves with 'Building the Ambition'. They gave us examples of how they had recently started to use the document in making planning more child-led and using their interests to

plan activities, for example children were interested in learning about Dinosaurs so staff had included this in the planning.

Staff told us that the Head Teacher and all staff were involved in the self-evaluation process of the service. The Head Teacher was responsible for the overall running of the nursery and met regularly with staff to discuss progress. He also monitored staff practice in the nursery through observations which were fed back to staff. This meant they could identify areas of good practice, evaluate and discuss any ideas for improvement.

The service had a clear complaints policy in place which let parents know they could contact us if they had a concern about the service. The confidentiality policy let parents know any information about children and their families would be kept securely and treated in confidence.

Parents who completed our questionnaires 'strongly agreed' the service has involved them and their child in developing the service, for example asking for ideas and feedback.

Areas for improvement

Staff told us they evaluated activities and planned together for the coming week. We saw plans were not available for parents to see what their child was learning. A parent also commented in the service's questionnaire they would like to see 'the termly curriculum overview and termly plans so they can see the teaching that took place as well as their child's learning'.
(See recommendation 1).

We could not see any evidence of how staff evaluated the service and identified any areas for improvement.
(See recommendation 2).

Grade

4 - Good

Number of requirements - 0

Recommendations

Number of recommendations - 2

1. The service should improve children's activity planning which should clearly identify the learning intention, outcome, evaluation and next steps for children's learning. These should be shared with parents to inform them what children are learning in nursery.

National Care Standards for Early Education and Childcare up to the age of 16:
Standard 4 - Engaging with children, Standard 5 - Quality of experience.

2. The provider should look at systems to evaluate the service and ensure improvements are being made. These should include completing the Care Inspectorate self-assessment document.

National Care Standards early education and childcare up to the age of 16
Standard: 13 Improving the service.

4 What the service has done to meet any requirements we made at our last inspection

Previous requirements

1. The provider should replace or repair the ramp at the entrance to the nursery to ensure the safety of children and parents.
This is to comply with the Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulations 2011, SSI 210. Regulation 4 (1) (a). A provider must make proper provision for the health, welfare and safety of service users.

Timescale: within 4 weeks of the receipt of this report.

This requirement was made on 31 October 2012

The ramp has been replaced to ensure the safety of children and parents.

Met - Outwith Timescales

2. The provider must carry out a review of the outdoor play area which a right of way for pedestrians and carry out a risk assessment of the issues raised by staff. A copy of the review and risk assessment must be sent to the Care Inspectorate in writing.
This is to comply with Services) Regulations 2011, SSI 210. Regulation 4 (1) (a). A provider must make proper provision for the health, welfare and safety of service users.

Timescale: within 4 weeks of the receipt of this report.

This requirement was made on 31 October 2012

The provider has blocked off all gates completely so the area is for sole use by the nursery.

Met - Outwith Timescales

5 What the service has done to meet any recommendations we made at our last inspection

Previous recommendations

There are no outstanding recommendations.

6 Complaints

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

7 Enforcements

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

8 Additional Information

There is no additional information.

9 Inspection and grading history

Date	Type	Gradings	
31 Oct 2012	Unannounced	Care and support	5 - Very Good
		Environment	4 - Good
		Staffing	5 - Very Good
		Management and Leadership	5 - Very Good
25 Oct 2011	Unannounced	Care and support	5 - Very Good
		Environment	5 - Very Good
		Staffing	Not Assessed
		Management and Leadership	Not Assessed
14 Apr 2010	Unannounced	Care and support	5 - Very Good
		Environment	4 - Good
		Staffing	4 - Good
		Management and Leadership	5 - Very Good

To find out more

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