

Reston Primary School Nursery Day Care of Children

Reston Primary School
Reston
Eyemouth
TD14 5LD

Telephone: 01890 761 205

Type of inspection: Unannounced
Inspection completed on: 13 September 2017

Service provided by:
Scottish Borders Council

Service provider number:
SP2003001976

Care service number:
CS2003017379

About the service

This service registered since 2002.

Reston primary school nursery is registered to provide a care service to a maximum of 20 children at any one time aged from 3 years and entry into primary school.

Staffing ratios as stated in the National Care Standards for Early Education and Childcare up to the age of 16 years must be maintained at all times. A minimum of 2 adults must be present at all times.

Reston nursery is situated in a portacabin with the grounds of Reston primary school. Aims of the service included:

We aim to:-

'Help all our pupils develop into successful learners, confident individuals, responsive citizens and effective contributors.

Provide a safe and stimulating environment in which children can grow and learn through structured play opportunities.

Nurture and develop the children's self-confidence and self-esteem.

Provide inspiring opportunities which stimulate interest, curiosity and imagination'.

What people told us

We spoke with 2 parents at the inspection. They gave positive comments about the nursery and staff. It was clear they were happy with the nursery and their children enjoyed going.

We spoke with most of the children during the inspection. We sat with small groups at activities and chatted to them about how they liked nursery. They told us 'I like playing outside with my friends' and 'I like playing in the Post Office and giving parcels to people'.

We received 5 of the 10 Care Service questionnaires we gave to the service to give to parents/carers. Comments were very positive and included:

'We have been impressed by the outdoor learning opportunities'.

'My children appear happy and settled in the ELCC area. I particularly appreciate the chance the children are given to express their views, opinions and preferences via their 'learning tree'.

'Overall, I feel the staff do a great job with the resources, equipment and room they have'.

Self assessment

The service had not been asked to complete a self- assessment in advance of the inspection. We looked at their own improvement plan and quality assurance paperwork. These demonstrated their priorities for development and how they were monitoring the quality of the provision within the service.

From this inspection we graded this service as:

Quality of care and support	4 - Good
Quality of environment	4 - Good
Quality of staffing	4 - Good
Quality of management and leadership	4 - Good

Quality of care and support

Findings from the inspection

We saw children's needs were being met well by warm, caring staff. They knew the children well and had developed good bonds with them.

Staff told us children's personal care plans were a work in progress. They held personal details of the children including any allergies, health care needs and emergency contact. These should be further developed to include observations, achievements and next steps in their health, wellbeing and development. This would allow staff to track their development and ensure each child's needs were met accordingly. These should be updated them at least once every 6 months with parents.
(See recommendation 1).

Individual health care plans were in place for children with specific health needs. These were updated regularly, as required, with parents. This meant staff were aware of any concerns and worked with parents in the care of their child.

The 'Learning folders' were good and contained artwork and photos they chose to put in them. The folders were shared regularly with parents and allowed them to comment on their child's achievements. We could see children had taken ownership of their folders and could access them at any time. One child was eager to sit with us and show us their folder. They were proud to share their achievements with us and told us they had a star on the 'Reston Rockets' board for 'being kind and sharing'.

We saw snack time was a sociable time where children sat and chatted to their friends. Staff told us they had introduced a rolling snack and this was working well. This meant children were respected and allowed to make choices of when they wanted their snack.

Parents who completed our questionnaires 'strongly agreed' with the statement 'Overall, I am happy with the quality of care my child receives in this service'.

Requirements

Number of requirements: 0

Recommendations

Number of recommendations: 1

1. Personal plans should be further developed to include observations, achievements and next steps in their health, wellbeing and development.

National Care Standards for Early Education and Childcare up to the age of 16: Standard 4 - Engaging with children, Standard 5 - Quality of experience, Standard 6 - Support and development.

Grade: 4 - good

Quality of environment

Findings from the inspection

We found the service was a warm, welcoming environment where children could make choices in their play and get involved in a variety of activities. Policies and procedures were in place to support this, for example infection control and risk assessments.

Toys and equipment were clean and in good condition. Staff told us they checked them regularly, making sure they were safe for the children. They also told us they cleaned toys and equipment regularly, however there was not a cleaning record in place. This would enable staff to record when specific cleaning had taken place and reduce the risk of the spread of infection.

(See recommendation 1).

Some staff had done training on infection control. Training should be arranged for staff who needed to attend this, keeping them up to date with best practice guidance and procedures.

(See recommendation 2).

Good use had been made of the space in the playroom. Activities were set out in a way that children could move freely and make choices in what they wanted to do. Staff told us children had chosen to make the 'home corner' into a post office. This showed children's involvement in activities was respected and led by their interests.

We observed a small group of children having fun, delivering 'parcels' to each other. They also asked us to join in and help them do this. They seemed happy and relaxed in their play.

Children had good opportunities to be active, healthy and get fresh air. The outdoor courtyard area was now used and could be accessed directly from the nursery. This meant children could choose when they wanted to go outside. Children were involved in risk assessing outdoors before they went out to play. We watched them checking all the gates were closed which meant they were safe in this area.

We saw the children having fun playing skittles, on trikes and in the mud kitchen. They told us they were making 'strawberry cakes' with the sand and using their imagination in their play. We also went with them to the playing field where they had good opportunities to be active, run around and have fun. Children also had good

opportunities to go out and about in the local community. For example, visiting the local small farm, walks down to the river and woodland walks where they could be curious and explore their natural surroundings.

We saw there was no medication policy or procedure in place. This would mean staff had clear guidance and procedures in place should they have to administer medication to children.
(See recommendation 3).

Parents who completed our questionnaires 'strongly agreed' with the statement ' my child regularly gets fresh air and energetic physical play'.

Requirements

Number of requirements: 0

Recommendations

Number of recommendations: 3

1. The service should put a cleaning record in place so staff know when toys and equipment have been checked and cleaned.

National Care Standards for Early Education and Childcare up to the age of 16: Standard 2 - A safe environment.

2. Staff that have not done so should arrange to do training on infection control.

National Care Standards for Early Education and Childcare up to the age of 16: Standard 2 - A safe environment.

3. The service should put a medication policy and procedure in place.

National Care Standards for Early Education and Childcare up to the age of 16: Standard 3 - Health and wellbeing.

Grade: 4 - good

Quality of staffing

Findings from the inspection

We could see staff were continuing to develop as a team and worked well in supporting each other. They gave examples of how their knowledge and understanding of GIRFEC and SHANARRI had influenced the sessions. For example, sessions were more child-led taking into account the children's suggestions and ideas.

We saw staff interacting well with children in a caring manner and supporting them in their play. It was clear children had developed trusting relationships with them and were confident in approaching them if they needed help.

Staff told us they felt very supported by senior management in their roles within the nursery and could access any training they thought would benefit and enhance outcomes for children. They told us they were keen to do specific training, for example more in-depth training in behaviour management. We agreed with this, as identified in the service self-evaluation.

(See recommendation 1).

Staff had access to training through Scottish Borders Council CPD (Continuing Professional Development) site. Recent training included:

First Aid
Child Protection
Food Hygiene
Loose Parts Play
How Good is Our Early Learning and Childcare (HGIOELC)

They told us how they had used their learning in the setting, for example being confident in self-evaluation and recognising things that went well and not so well. This meant better outcomes for children as they used this process to evaluate activities.

We also guided management and staff to the Care Inspectorate Hub where they could find useful resources and best practice guidance. <http://hub.careinspectorate.com/>

Parents who completed our questionnaires 'strongly agreed' with the statement 'my child appears happy and confident with the staff'.

Requirements

Number of requirements: 0

Recommendations

Number of recommendations: 1

1. Staff who have not done so should access training in behaviour management to provide a consistent approach to managing children's behaviour within the nursery.
National Care Standards for Early Education and Childcare up to the age of 16: Standard 7 - A caring environment

Grade: 4 - good

Quality of management and leadership

Findings from the inspection

The head teacher was responsible for the overall running of the nursery and met with staff regularly to discuss progress. All staff and the head teacher were involved in the self-evaluation and improvement plan for the nursery. This meant they could identify areas of good practice and any ideas for improvement. This also meant staff were given responsibility to action the improvements within the nursery.

Parents had good opportunities to be included and involved in the service and give suggestions of things they would like to see. We saw this in the feedback from the 'World Café event'. For example taking children's 'learning logs' / achievement folders home more often and wanting their child to spend as much time as possible

outdoors. More outdoor play opportunities were given to children by allowing freeflow access to the courtyard area.

Children were included and their views respected as staff had sampled their views on nursery. For example 'What can you do now that you could not do before?'. Responses included 'playing outside more' and 'helping my teachers with snack'.

Some policies and procedures were in place. These should be reviewed and updated to reflect the service, as previously recommended. This should include behaviour management. (See recommendation 1).

There was a complaints procedure in place which was included in the handbook for parents information. However, this did not include the name, address and contact details of the Care Inspectorate, as previously recommended. This would ensure parents were aware they could make a complaint directly to the Care Inspectorate should they choose not to go through the school's procedure. (See recommendation 2).

Requirements

Number of requirements: 0

Recommendations

Number of recommendations: 2

1. The provider should ensure policies and procedures are reviewed and updated to reflect the service provided. National care Standards for Early Education and Childcare up to the age of 16: Standard 14 - Well-managed service.

2. The complaints procedure should be reviewed and updated to include the name, address and contact details of the Care Inspectorate. National Care Standards for Early Education and Childcare up to the age of 16: Standard 14 - Well-managed service.

Grade: 4 - good

What the service has done to meet any requirements we made at or since the last inspection

Previous requirements

Requirement 1

To support children's individual health, welfare and safety needs the provider must ensure that personal plans for each child are in place. These should be reviewed and updated at least every six months in consultation with parents.

This is in order to comply with: The Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulations 2011 (SSI 2011, 210) 5 (2) (a), (b), prepare a written plan which sets out how the service user's health, welfare and safety needs are to be met.

Timescale for completion: Within one month of receipt of this report.

This requirement was made on 9 June 2016.

Action taken on previous requirement

Personal plans were in place for each child. Also, specific care plans for children who needed extra support.

Met - outwith timescales

Requirement 2

To support children's health, welfare and safety needs the provider must ensure that appropriate procedures are put in place, and followed, to minimise the risk of the spread of infection, including furnishings and play equipment.

This is in order to comply with: The Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulations 2011 (SSI 2011, 210) 4 (1) (a), (d), make proper provision for the health, welfare and safety of service users and where necessary have appropriate procedures for the prevention and control of infection.

Timescale for completion: Within one month of receipt of this report.

This requirement was made on 9 June 2016.

Action taken on previous requirement

A deep clean was carried out by Scottish Borders Council. Staff clean all toys and equipment as required. Staff noted the date toys and equipment had been cleaned but this was not specific. We have made a recommendation about this. All toys, equipment and rugs were clean.

Met - outwith timescales

Requirement 3

The complaints procedure must be clear parents/carers can contact the Care Inspectorate if they have any concerns about the service.

This is in order to comply with: The Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulations 2011 (SSI 2011, 210) 18 (6) (a), (b), The written copy of the complaints procedure must include - (a) the name and address of SCSWIS; and (b) the procedure (if any) that has been notified by SCSWIS to the provider for the making of complaints to SCSWIS relating to the care service.

Timescale for completion: Within one month of receipt of this report.

This requirement was made on 9 June 2016.

Action taken on previous requirement

There was a complaints procedure in place. however this did not have the details of the Care Inspectorate. The Scottish Borders Council complaints leaflet was available which mentioned the Care Inspectorate. We have made a recommendation about this in this report.

Met - outwith timescales

What the service has done to meet any recommendations we made at or since the last inspection

Previous recommendations

Recommendation 1

Children should be supported to express their views, exercise choice and influence the planning.
National care Standards for Early Education and Childcare up to the age of 16: Standard 5 - Quality of experience, Standard 14 - Well-managed service.

This recommendation was made on 9 June 2016.

Action taken on previous recommendation

Staff and management samples children's views as part of their Quality Assurance.

This recommendation has been met.

Recommendation 2

A clear code of behaviour should be developed and implemented. Staff should be clear about their role and consistently apply the code. The code should be shared with children and parents.
National care Standards for Early Education and Childcare up to the age of 16: Standard 7 - A caring environment, Standard 14 - Well-managed service.

This recommendation was made on 9 June 2016.

Action taken on previous recommendation

The service now use a 'Traffic Light' system as a code of behaviour. Parents and children are aware of this.

This recommendation had been met.

Recommendation 3

Snack time should be reviewed to allow children more time to be engaged in their play. Children's independence should be supported by involving them in preparing snack, allowing them to serve themselves and make choices. National care Standards for Early Education and Childcare up to the age of 16: Standard 5 - Quality of experience, Standard 13 - Improving the service.

This recommendation was made on 9 June 2016.

Action taken on previous recommendation

Children now had a 'rolling snack' which staff said worked well. Children occasionally helped make snack. Their independence was encouraged by serving themselves at snack time.

This recommendation had been met.

Recommendation 4

The service should ensure the outdoor garden area is cleared of hazards and further developed so children can experience quality outdoor learning.

National care Standards for Early Education and Childcare up to the age of 16: Standard 2 - A safe environment, Standard 5 - Quality of experience, Standard 11 - Access to resources.

This recommendation was made on 9 June 2016.

Action taken on previous recommendation

The outdoor garden area had been cleared and made safe for the children. This was done by Scottish Borders Council who now take responsibility for maintaining this.

This recommendation had been met.

Recommendation 5

Written risk assessments should be specific to the service and all areas within the nursery and outdoor play areas. Staff should include children in managing risk by carrying out daily checks.

National care Standards for Early Education and Childcare up to the age of 16: Standard 2 - A safe environment, Standard 7 - A caring environment, Standard 14 - Well-managed service.

This recommendation was made on 9 June 2016.

Action taken on previous recommendation

Written risk assessments were now in place for all areas of the nursery and play areas. Children were involved in checking gates were closed and the play areas safe on a daily basis.

This recommendation had been met.

Recommendation 6

To improve outcomes for children staff should ensure they regularly review their training needs and use their knowledge and learning in their practice.
National care Standards for Early Education and Childcare up to the age of 16: Standard 5 - Quality of experience, Standard 14 - Well-managed service.

This recommendation was made on 9 June 2016.

Action taken on previous recommendation

Staff review their training needs with the head teacher at their PRD sessions. They can also identify and update their training need at any time.

This recommendation had been met.

Recommendation 7

The provider should put in place a monitoring system to ensure that staff promote children's learning and development.
National care Standards for Early Education and Childcare up to the age of 16: Standard 12 - Confidence in staff, Standard 14 - Well-managed service.

This recommendation was made on 9 June 2016.

Action taken on previous recommendation

The head teacher monitors the nursery and staff at least once a week. They are starting to put observations in place.

This recommendation had been met.

Recommendation 8

The provider should ensure that GIRFEC and the associated wellbeing indicators are firmly embedded into all aspects of the service.
National care Standards for Early Education and Childcare up to the age of 16: Standard 3 - Health and wellbeing, Standard 14 - Well-managed service.

This recommendation was made on 9 June 2016.

Action taken on previous recommendation

Staff were more familiar with GIRFEC and SHANARRI in their practice and had included the well-being indicators in children's displays and observations.

This recommendation had been met.

Recommendation 9

The provider should ensure policies and procedures are reviewed and updated to reflect the service provided.
National care Standards for Early Education and Childcare up to the age of 16: Standard 14 - Well-managed service.

This recommendation was made on 9 June 2016.

Action taken on previous recommendation

Some policies and procedures had been updated but medication, behaviour management and complaints need to be included. This is a recommendation in this report.

This recommendation had been partly met.

Complaints

There have been no complaints upheld since the last inspection. Details of any older upheld complaints are published at www.careinspectorate.com.

Enforcement

No enforcement action has been taken against this care service since the last inspection.

Inspection and grading history

Date	Type	Gradings	
9 Jun 2016	Unannounced	Care and support	3 - Adequate
		Environment	3 - Adequate
		Staffing	3 - Adequate
		Management and leadership	3 - Adequate
1 Mar 2011	Unannounced	Care and support	5 - Very good
		Environment	4 - Good
		Staffing	Not assessed
		Management and leadership	Not assessed
22 Mar 2010	Unannounced	Care and support	4 - Good
		Environment	3 - Adequate
		Staffing	4 - Good
		Management and leadership	4 - Good

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