

## McGinlay, Jane

### Child Minding

Type of inspection: Announced (short notice)  
Inspection completed on: 13 June 2018

**Service provided by:**  
McGinlay, Jane

**Service provider number:**  
SP2007964991

**Care service number:**  
CS2007150152

## The service

### Introduction

Jane McGinlay has been registered with the Care Inspectorate since 2007.

She is registered to provide a childminding service to a maximum of eight children under the age of 16 at any one time, of whom no more than six are under 12, no more than three are not yet attending primary school, and no more than one is under 12 months.

Numbers are inclusive of children of the childminder's family. An overnight service is not provided.

The service is provided from the childminder's home within a residential area of Dundee that is close to the local school, shops, parks and other amenities. The areas used to provide the service were the dedicated playroom, kitchen and family bathroom. Children also had access to the rear garden.

The childminder had moved home since her last inspection. We have taken this into account when reviewing the service. Further details can be found through the report.

Aims of the service include 'to provide a safe, happy, warm, clean, smoke free home from home, where you child will be welcomed each day they attend. By listening to you and your child I can develop their social, physical, emotional and creative skills, as each child is unique and has developed their individual needs and interests.'

### What we did during our inspection

We wrote this report following a short notice announced inspection, which took place between 09:45 and 11:45 on 13 June 2018. An inspector from the Care Inspectorate carried out the inspection.

During this inspection, we spoke to the childminder, the children present and took account of the written feedback provided by parents/carers through our Care Standard Questionnaires. We observed the care given by the childminder and looked at a number of documents including care plans, learning records, questionnaires, risk assessments and certificates of training.

We check services are meeting the principles of Getting it Right for Every Child (also known as GIRFEC), Scotland's national approach to improving outcomes and wellbeing for children by offering the right help at the right time from the right people. It supports them and their parent(s) to work with the services that can help them. There are eight wellbeing indicators at the heart of Getting it Right for Every Child: safe, healthy, achieving, nurtured, active, respected, responsible and included. They are often referred to as the SHANARRI wellbeing indicators.

## Views of people using the service

We spent the full inspection with the childminder and the two children present. The children were observed to be extremely confident, relaxed and 'at home' with the childminder. It was clear there was a very strong relationship between the children and the childminder which had grown over the years of attending the service.

Children enjoyed taking part in a range of art and craft activities as well as playing outdoors. Children told us they have lots of fun with Jane. Children shared with us some of their favourite snacks and lunches they have which included fruit, noodles, sandwiches and soup.

Three parents/carers returned questionnaires to us. The responses from these demonstrated that they were very happy with the quality of care their child received. Comments from parents are included below and throughout the report.

'I feel as though Jane treats [my child] as part of her family. They are welcomed into the house so warmly. I could not ask for more.'

## Self assessment

The Care Inspectorate received a fully completed self assessment from the provider. The provider identified what it thought the service did well and gave examples of changes that have been made to the service since the last inspection.

The childminder was confident in the service she provides and the level of care children receive. She was very happy to make any improvements as suggested by parents/carers or through her inspection.

## What the service did well

Each child had a care plan in place that outlined their basic care needs and identified if any additional support was required. Children's learning and development was recorded and shared with parents/carers on a regular basis. Children received healthy meals and snacks which took account of their likes and dislikes. Children took part in a wide range of activities which were directed by their choices.

Children were cared for in a safe, clean and tidy environment with good quality equipment and resources. Children were able to be active on a daily basis through having easy access to the childminder's garden. Children benefitted from a wide range of outings such as to the beach, park, local shops and soft play.

## What the service could do better

Where parents review and update any information, it would be helpful if they could also sign and date the documents so that it is clear when information was updated. The childminder should update her complaints policy to ensure parents have the correct details for the Care Inspectorate. We signposted the childminder to two new resources specifically for childminding services that we feel would be beneficial to the service.

## From this inspection we graded this service as:

Quality of care and support	5 - Very Good
Quality of environment	5 - Very Good
Quality of staffing	not assessed
Quality of management and leadership	5 - Very Good

## Quality of care and support

### Findings from the inspection

We found that overall the childminder provided very good quality care and support to children in her care.

Before starting in the service, parents/carers were asked to complete a basic care plan to ensure the childminder had key information about each child's needs. This included information about toileting, sleeping and any additional support that was required. The childminder also gained permission to take children in the car, apply sun cream, provide juice and take photos. These were reviewed regularly with parents/carers. We reminded the childminder that these should be reviewed at least every six months with parents/carers. It would be good to get them to sign the documents so we can be confident this is happening.

Children were supported well to use good manners. We found children to be very polite and respectful throughout the inspection and responded well to the childminder. This was achieved through the very respectful and nurturing approach the childminder used. This had gained respect and trust from the children and their families.

Children were consulted by the childminder about what activities they would like to do. The childminder was clear about what children liked or disliked and accommodated these well. The children present enjoyed taking part in art and craft activities such as gluing and play dough.

Children had very good opportunities to choose across all aspects of the service. We saw children discuss with the childminder what they would like for lunch. A number of suggestions were given including noodles, macaroni cheese and fruit. The childminder respected these choices and prepared a healthy lunch with these wishes in mind. Children always at their snack at the table in the playroom. A parent told us: 'Jane always provides a variety of foods for the children including fresh fruit.'

A child's learning and development was recorded using the wellbeing indicators as described above. The childminder prepared these at regular intervals to give parents an overview of their children's experience within the service. It also looked forward at any areas for development that the children's family and the childminder would work on jointly such as potty training. Parents felt fully informed about their child's development with one parent telling us 'this is achieved through general chatting. We receive monthly reports/updates on our child's progress.'

Children's safety and health was promoted through the childminder's current knowledge of child protection. This meant that if the childminder had any concerns about children, she would know what action to take including who to contact. The childminder had recently updated her knowledge through training.

We saw the childminder provide very good support to a child who had recently began using the toilet on their own. Jane was very attentive and provided support but only when this was required to encourage independence skills. Children were clearly familiar with toileting including always remembering to wash their hands.

## Requirements

**Number of requirements:** 0

## Recommendations

**Number of recommendations:** 0

**Grade:** 5 - very good

## Quality of environment

### Findings from the inspection

The childminder provided a safe, homely environment for the children she cared for. We concluded she did this to a very good standard.

We reviewed the environment used to provide the service, especially since the childminder had moved house since her last inspection. We checked to ensure there were no safety issues that would impact on the children. We found the childminder had taken appropriate steps to risk assess her home, including providing the fire service with a risk assessment. A parent told us: 'The toy room is always clean and tidy and is always there to attend to the children's needs. The toys and equipment always appears clean and in good condition.'

Children were supported well to identify areas of risk and how to keep themselves safe, although the childminder did allow them to take risks appropriate to their age and ability.

Children regularly attended outings with the childminder. These included Broughty Ferry beach, where the children told us about collecting shells and stones that they later painted before taking home. Children all had permission to be taken out in the childminder's car. Parents told us: 'Jane takes girls to playgroups, play dates with other childminders, parks, walks. I really like that she also does 'normal' activities such as going to the supermarket and pet shop.'

Children regularly asked to play outside the childminder's garden. This consisted of a small climbing frame, picnic table with sand tray, mud kitchen, bikes/scooters and sports equipment. Children also had chalk boards for drawing and writing. We saw that the gate to the garden was closed and bolted which prevented the children from getting out unaccompanied.

Children were seen to thoroughly enjoy being creative through the activities on offer. During the inspection children enjoyed making bracelets, gluing and drawing as well as modelling with play dough. The childminder made good use of these opportunities to extend learning through quality questioning and discussions. One parent told us: 'Activities change on a weekly basis. However [my child] is kept active by either out with the dogs for a walk at the park or at soft play. As well as other creative activities' and 'many toys suitable for variety of ages indoor including art. Jane also plays card games etc. with them such as snap.'

## Requirements

**Number of requirements:** 0

## Recommendations

**Number of recommendations:** 0

**Grade:** 5 - very good

## Quality of staffing

This quality theme was not assessed.

## Quality of management and leadership

### Findings from the inspection

We found that the quality of management and leadership was very good. We concluded this after reviewing a range of paperwork and through discussions with the childminder.

The childminder was registered with the Scottish Childminding Association (SCMA). This organisation provided a range of information to help the childminder keep up to date with changes that may affect her service including providing support and advice.

The childminder has undertaken a range of training since her last inspection including first aid, child protection, and food hygiene and infection control. She was confident at discussing these courses and the learning that she took away from the sessions. The childminder should continue to identify any training and learning opportunities that may benefit the children who attend the service.

Parents/carers told us that the childminder is very good at keeping them up to date with any changes that may affect them or their child, such as when she moved home. 'We are always notified in advance if any changes need to be made re holidays etc.'

We reminded the childminder about the range of best practice guidance that are available on the Care Inspectorate Hub which can be accessed at [www.hub.careinspectorate.com](http://www.hub.careinspectorate.com). The childminder should periodically review any new documents/guidance that has been added. This will help her keep up to date with changes.

We signposted the childminder to the Care Inspectorate Notification Guidance that was available at <http://www.careinspectorate.com/index.php/notifications>. This provides services with the guidance about what they must inform the Care Inspectorate about.

We asked the childminder to review her complaints policy to ensure it provides parents/carers with the correct details of whom to contact if they have any concerns about the service. Parents told us they felt comfortable with speaking directly to the childminder in the first instance. They said: 'I would do this verbally at drop off or collection' and 'if I have any concerns, I can say at the time and this will be resolved.'

We signposted the childminder to new guidance to support childminders. These are My Childminding Experience that shares a range of good practice examples. This could be accessed at <https://hub.careinspectorate.com/media/582717/my-childminding-experience.pdf>. We also discussed Your Childminding Journey, which was written to support childminder to provide and develop a professional service. This is available at [www.childmindingjourney.scot](http://www.childmindingjourney.scot).

## Requirements

**Number of requirements:** 0

## Recommendations

**Number of recommendations:** 0

**Grade:** 5 - very good

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

## Previous requirements

There are no outstanding requirements.

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

### Previous recommendations

There are no outstanding recommendations.

### Complaints

There have been no complaints upheld since the last inspection. Details of any older upheld complaints are published at [www.careinspectorate.com](http://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	
3 Jun 2016	Unannounced	Care and support	5 - Very good
		Environment	5 - Very good
		Staffing	Not assessed
		Management and leadership	5 - Very good
28 Apr 2014	Unannounced	Care and support	4 - Good
		Environment	5 - Very good
		Staffing	Not assessed
		Management and leadership	5 - Very good
20 Jun 2012	Announced (short notice)	Care and support	5 - Very good
		Environment	5 - Very good
		Staffing	5 - Very good
		Management and leadership	Not assessed
20 Jan 2010	Announced (short notice)	Care and support	5 - Very good
		Environment	Not assessed
		Staffing	5 - Very good
		Management and leadership	Not assessed
22 Apr 2008	Unannounced	Care and support	4 - Good
		Environment	4 - Good
		Staffing	4 - Good
		Management and leadership	4 - Good

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