Bonaly Primary School Nursery
Day Care of Children
Bonaly Primary School
57 Bonaly Road
Edinburgh
EH13 0FJ
Telephone: 0131 441 7211

Inspected by: Emma Tracey
Type of inspection: Unannounced
Inspection completed on: 13 December 2011
Contents

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2 How we inspected this service
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Service provided by:
City of Edinburgh Council

Service provider number:
SP2003002576

Care service number:
CS2003017012

Contact details for the inspector who inspected this service:
Emma Tracey
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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

<table>
<thead>
<tr>
<th>Area</th>
<th>Grade</th>
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<tbody>
<tr>
<td>Quality of Care and Support</td>
<td>6</td>
</tr>
<tr>
<td>Quality of Environment</td>
<td>N/A</td>
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<tr>
<td>Quality of Staffing</td>
<td>6</td>
</tr>
<tr>
<td>Quality of Management and Leadership</td>
<td>N/A</td>
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What the service does well

Bonaly Primary School Nursery provides an excellent service for children and their families. Staff are professional and motivated to provide positive outcomes for children in their care. The nursery environment both indoors and out allows children freedom of movement and independence in their play. Children were observed to be confident and happy within the setting.

What the service could do better

Bonaly Primary School Nursery should continue to develop the excellent practice they already carry out in line with their aims and objectives.

What the service has done since the last inspection

Since the last inspection the nursery staff have worked to improve children’s profiles to make them more user friendly.

Conclusion

Bonaly Primary School Nursery provides excellent opportunities for children to learn in a warm, friendly and encouraging atmosphere.

Who did this inspection

Emma Tracey
1 About the service we inspected

Social Care and Social Work Improvement Scotland (SCSWIS), known as Care Inspectorate, regulates care service in Scotland. It awards grades for services based on the findings of these inspections. These grades, including any that services were previously awarded by the Care Commission, are available now on www.careinspectorate.com

Before 1 April 2011 this service was registered with the Care Commission. On this date the new scrutiny body, Social Care Social Work Improvement Scotland (SCSWIS) took over the work of the Care Commission, including the registration of services. This means that from 1 April 2011 this service continued its registration under the new body SCSWIS.

Bonaly Primary School Nursery is a day care service for children which forms an integral part of Bonaly Primary School situated in the south west of Edinburgh.

The nursery is situated at the side of the school. It has its own secure entrance but also has direct access to the school. Children have access to one large nursery room and a secure outdoor play area and garden. The nursery accommodation includes an entrance hall, parents room, cloakroom, wrap around room and toilet facilities. The nursery is administered by the City of Edinburgh Council’s Children’s and Families Department. The nursery is registered to care for a maximum of 40 children between the hours of 9.00 am - 11.35 am and 12.30 pm - 3.05 pm.

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

- **Quality of Care and Support** - Grade 6 - Excellent
- **Quality of Environment** - N/A
- **Quality of Staffing** - Grade 6 - Excellent
- **Quality of Management and Leadership** - N/A

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
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.

We compiled this report following an unannounced inspection. The inspection was carried out by Care Inspectorate inspector, Emma Tracey. 34 children were present during the morning session and 24 children were present during the afternoon session on the day of the inspection.

The inspection took place on 13th December 2011, between the times of 9.20 am and 4.00 pm.

As requested by us the provider sent us an annual return. The provider also sent us a self assessment form.

We issued thirty questionnaires to the service to give to parents and carers before the inspection. Eighteen completed questionnaires were returned to us.

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

- observing how staff work with children
- observing interaction with parents
- Individual Educational Plans for children with additional support needs
- Newsletters
- photobooks
- minutes of parental involvement group
- Certificate of Registration
- Forward Planning
- 'All about me' books
- Children's profiles
- School and Nursery website
We also spoke with:

- the head teacher
- nursery children
- nursery staff
- parents and carers
- a visiting Speech Therapist.

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
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.
Care Inspectorate received a fully completed self assessment document from the service provider. We were satisfied with the way the service provider had completed this and with the relevant information they had given for each of the headings that we grade them under. We agreed with how they had graded themselves which matched our findings.

Taking the views of people using the care service into account
We observed children throughout the inspection, they were happy and engaged in activity. Children were confident and happy to show us around and tell us about different areas of the nursery. Comments from them are included within the body of the report.

Taking carers' views into account
Carers spoken with were positive about the nursery and in particular the staff. Comments from them are included within the body of the report.
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

Overall grade awarded for this theme: 6 - Excellent

Statement 1

We ensure that service users and carers participate in assessing and improving the quality of the care and support provided by the service.

Service strengths

Bonaly Primary School Nursery had excellent opportunities for children and their families to participate in assessing and improving the quality of care and support provided.

Opportunities available included:

- informal chats when parents dropped off and picked up their children; we saw that nursery staff were very welcoming and children showed their parents what they had been playing with that day.
- being a parent helper within the nursery and on trips. This gave parents a greater insight into the running of the nursery.
- being part of the Parent Council or Parental Involvement Group as a nursery representative.
- the children’s "All about me" booklets which could be contributed to by parents.
- parents evenings, when parents visited the nursery and spoke with staff.
- the City of Edinburgh Council questionnaires.

Information was available to parents through:

- Induction meetings and the Nursery Induction Booklet,
- The school and nursery website which gave information about upcoming events, photographs and videos of activities undertaken. Sheets to record ‘special moment’ and ‘special events’ could be printed off and completed at home with children and then returned to nursery.
Newsletters were available through the website or in paper copy, parents were requested to feedback to nursery staff any comments about items included in the newsletters.

• Notice boards which displayed information about the Curriculum for Excellence, the nursery forward plan, children’s news from home, information about songs and rhymes that children had been learning.

• The parent’s library within the parents room which had books and leaflets about children’s development and learning.

We saw that there was a range of information for parents and opportunities for them to discuss this information with staff.

Parents spoken with on the day of the inspection told us:

• “Staff are very approachable and always happy to speak to you.”

• “There is endless information available, on illnesses, upcoming events etc. Information is displayed everywhere”.

• “There is lots of information through leaflets and the website. There is always someone available to speak to”.

• “Staff keep us well informed. The children’s profiles are excellent”.

In the returned Care Standards questionnaires parents agreed and strongly agreed with the following statements:

• “Overall, I am happy with the quality of care my child receives in this service”.

• “I am kept informed about what is happening in the service, for example through newsletters and information boards”.

Areas for improvement

In their self assessment, the service told us that “they would continue to encourage use of the parents room and continue to develop the parent’s library with input from Learning Support Staff”.

Bonaly Primary School Nursery should continue with the excellent practice that they carry out in relation to this statement.

Grade awarded for this statement: 6 - Excellent

Number of requirements: 0

Number of recommendations: 0

Statement 5
We respond to service users’ care and support needs using person centered values.

**Service strengths**

Each child had their own profile and ‘All about me’ booklet. The ‘All about me’ was contributed to by staff, children and parents. An 'Achievement bus page', was completed by staff with the child, celebrating their achievements. The children’s achievements and next steps influenced planning of activities. Staff had altered the children’s profile to make them more user friendly.

Children with additional support needs (ASN) had Individual Educational Plans (IEPs), which detailed the child’s short and long term targets. The IEP’s were contributed to by staff, parents and other professionals working with the child. An experienced Learning Assistant worked with children with ASN, she told us how she had been working with each child, how she liaised with other professionals and parents incorporating information into how she worked with the child.

On the day of the inspection a Speech Therapist was visiting the nursery to work with a child. She told us that nursery staff were very welcoming, willing to take on board information and ways to work with the child and willing to share information with her.

The ‘Support for Learning’ teacher from the primary school was working with nursery staff to prepare children for primary one.

Pre-school children visited the forest school site at Bonaly Woods. We saw photographs and video of the children at the site. Children had worked with the Pentland’s Ranger on a mini-beasts project. Staff told us how they had seen children use new skills and become more confident outdoors.

We saw that staff were very positive in their interactions with children. Children were confident and independent. There was a wide range of activities on offer within the playroom, to suit all ages and stages of development. We observed a boy at the woodwork table, he was confident in the handling of tools and independently built an object from wood which he then took to the painting area to paint.

Staff had team meetings at the end of each session, to discuss the needs and preferences of children, activities and plans for the following session. This ensured that children were influencing the plans of the nursery.

Parents spoken with on the day of the inspection told us:

- “My child enjoys a lot of freedom to make things out of wood and paint them”.
- “Staff have been great at dealing with my child’s health issues”.
Parents who returned the Care Standards Questionnaires agreed and strongly agreed with the following statements:

- "Staff are lovely, they cater for all characters individually. My child has lots of fun but staff are firm in a appropriate manner. We are very happy."

Written comments included:

- "Every staff member knows my child".
- "I am shocked (in a good way) at the level of attention each member of staff manages to give each child".
- "My child has ASN and I am very impressed with the way that they have been welcomed into the nursery and with all the extra help that is in place".

Areas for improvement

The nursery teacher told us that they had accessed funds to purchase new equipment for the outdoors. They were purchasing outdoor musical instruments and waterproof clothing for the children. Staff told us that they felt this would enhance the children's experience of the outdoors.

Six parents who returned the Care Standards questionnaires responded ‘don’t know’ to the statement “The staff ask for my child’s views about the activities and outings, and use them to plan future activities”. We discussed this with the head teacher and nursery staff. It was apparent to us that activities were influenced by children. Staff said that they would explore new ways to inform parents of how their child influenced the activities and outings.

Bonaly Primary School Nursery should continue with the excellent practice that they carry out in relation to this statement.

Grade awarded for this statement: 6 - Excellent

Number of requirements: 0

Number of recommendations: 0
Quality Theme 2: Quality of Environment - NOT ASSESSED
Quality Theme 3: Quality of Staffing

Grade awarded for this theme: 6 - Excellent

Statement 1
We ensure that service users and carers participate in assessing and improving the quality of staffing in the service.

Service strengths
Bonaly Primary School Nursery provided excellent opportunities for families to participate in assessing and improving the quality of staffing.

Methods identified in Theme one, statement one also apply to this statement.

Opportunities available included:

- Viewing the planning which was displayed in the cloakroom.
- Discussions at open evenings and parents evenings.
- Staff photographs and qualifications were displayed.
- Questions in the City of Edinburgh Council questionnaires.

Parents who returned the Care Standards questionnaires all agreed and strongly agreed with the following statements:

- "I am confident that the staff have the skills and experience to care for my child and support their learning and development".
- "I am confident that the staff will protect my child from harm, abuse, bullying and neglect".

Written comments included:

- "Staff are friendly, professional and enthusiastic".
- "Fantastic staff team, approachable and they have been very supportive".

Areas for improvement
In the service self assessment, the nursery said that they planned to "Continue to highlight feedback opportunities through newsletters and other avenues".
Bonaly Primary School Nursery should continue with the excellent practice that they carry out in relation to this statement.

Grade awarded for this statement: 6 - Excellent

Number of recommendations: 0

Number of requirements: 0

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

Service strengths
Bonaly Primary School Nursery had a welcoming and friendly atmosphere. Parents and carers were welcomed into the nursery.

The school had an Anti-bullying policy and an Equal Opportunities Policy, which was used within the nursery. We observed that there was an ethos of respect within the nursery. Staff were respectful towards children, parents and each other.

There was a calm atmosphere within the nursery and we observed that children were kind and helpful towards each other. We observed that children helped each other to dress up in the nativity costumes.

On the day of the inspection the children had been to see the Primary One and Two nativity. The children were excited about their Christmas concert and told us about it, "We are going to do our singing", "All the Mummys and Daddys are coming" "Look all the songs we have on our list over here". The children had a sense of ownership within the nursery.

We observed staff respond to the children’s needs in a positive manner, offering choice and the opportunity for discussion. Staff told us how they were constantly working to develop the children’s emotional literacy through encouragement and developing children’s confidence.

Staff told us that they used “social stories” with children to encourage the development of positive behaviour. The stories were written in the child’s own words about the outcome they would like when they behaved well. These stories were reinforced by staff and parents so that the child could see the positive outcomes.

All staff were registered with the relevant professional body. On the day of the inspection, we observed that staff adhered to the Scottish Social Services Council’s Codes of Practice.
Parents who returned the Care Standards questionnaires agreed and strongly agreed with the following statement:

- "The staff encourage my child to form positive relationships with other children".
- "The service has clear codes of behaviour for children, and works with the children to make sure that they understand it".

Written comments included:

- "This nursery respects all children and works with the parents. I could not have asked for a better nursery".
- "Granny who shows up every other time is very warmly received".

Areas for improvement

In the service self assessment, the nursery said that they planned to “continue to add to their multi-cultural resources” and “continue to encourage parental involvement in nursery activities or in sharing their skills and interest”.

Bonaly Primary School Nursery should continue with the excellent practice that they carry out in relation to this statement.

Grade awarded for this statement: 6 - Excellent

Number of requirements: 0

Number of recommendations: 0
Quality Theme 4: Quality of Management and Leadership - NOT ASSESSED
4 Other information

Complaints
There have been no complaints upheld or partially upheld about this service since the commencement of SCSWIS on 1 April 2011. Since the service was registered there have been no complaints which the Care Commission upheld or partially upheld.

You can find information about complaints that have been upheld or partially upheld on our website www.careinspectorate.com.

Enforcements
There has been no enforcement action taken against this service since the commencement of SCSWIS on 1 April 2011.

Since the service was registered there has been no enforcement action which the Care Commission took.

Additional Information
No 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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<th>Quality of Care and Support - 6 - Excellent</th>
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<tbody>
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<td>Statement 1</td>
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<td>Statement 5</td>
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<tr>
<th>Quality of Environment - Not Assessed</th>
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<table>
<thead>
<tr>
<th>Quality of Staffing - 6 - Excellent</th>
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<tbody>
<tr>
<td>Statement 1</td>
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<td>Statement 4</td>
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<tr>
<th>Quality of Management and Leadership - Not Assessed</th>
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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>2 Jun 2009</td>
<td>Unannounced</td>
<td>Care and support 6 - Excellent</td>
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<tr>
<td></td>
<td></td>
<td>Environment 6 - Excellent</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Staffing 6 - Excellent</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Management and Leadership 6 - Excellent</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.
To find out more about our inspections and inspection reports
Read our leaflet 'How we inspect'. You can download it from our website or ask us to send you a copy by telephoning us on 0845 600 9527.

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