Inspection report

St. Andrews Nursery Class
Day Care of Children
St. Andrew's Primary School Nursery Class
Eastfield Road
Carrickstone
Cumbernauld  G68 0EB

Inspected by: Maureen Gough
(Care Commission Officer)

Type of inspection: Announced

Inspection completed on: 4 October 2005
Service Number
CS2003020175

Service name
St. Andrews Nursery Class

Service address
St. Andrew's Primary School Nursery Class
Eastfield Road
Carrickstone
Cumbernauld  G68 0EB

Provider Number
SP2003000237

Provider Name
North Lanarkshire Council

Inspected By
Maureen Gough
Care Commission Officer

Inspection Type
Announced

Inspection Completed
4 October 2005

Period since last inspection
11 months

Local Office Address
Princes Gate
60 Castle Street
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Introduction
St. Andrew's Primary School Nursery Class has been registered with the Care Commission since January 2003 to provide a sessional daycare service, from 9am to 11.30am and from 1pm to 3.30pm, for 40 children, aged 3 years to those not yet attending primary school. During the inspection 30 children were present during the morning session with 27 children attending in the afternoon.

The nursery, located in Carrickstone, Cumbernauld, is based within the joint campus of St. Andrew's and Cumbernauld Primary Schools. Children have use of a spacious playroom, a fully enclosed outside play area and the school gymnasium.

The service aims to provide "a welcoming, safe and stimulating environment in which each child feels happy, secure and valued". The full Statement of Aims and Objectives is available to service users.

Basis of Report
Before the visit:

- the nursery sent a Pre Inspection Return containing information about the service.
- the nursery also sent a self-evaluation form.
- parents/guardians returned six questionnaires giving their views of the service.
- The Care Commission Officer wrote to the nursery telling them when the visit would take place.

During the visit which took place on Tuesday, 4 October 2005, the Care Commission Officer spoke with:

- the headteacher
- 4 members of staff
- 10 children
- 3 parents/guardians

The Care Commission Officer also looked at policies, procedures and records including the following:

- Health and safety policy
- Complaints procedure
- Child protection policy
- Accident and incident records and permission slips
- Children's attendance register

and spent time observing how staff members worked with the children. The inspection included an examination of the premises.

The Care Commission Officer took all of the above into account and reported on whether the service was meeting the following National Care Standards for early education and childcare up to the age of 16:

- Standard 3: Health and wellbeing
- Standard 8: Equality and fairness
- Standard 11: Access to resources
- Standard 13: Improving the service

**Action taken on requirements in last Inspection Report**
There were no requirements resulting from the last inspection of this service.

**Comments on Self-Evaluation**
The headteacher and staff satisfactorily completed the self-evaluation paperwork. The contents reflected the service provided and contained realistic areas for development. These were discussed during the inspection.

**View of Service Users**
Children were very well settled and content in their surroundings. They clearly enjoyed the activities provided for them. They played happily throughout the inspection. They were very confident and happy to talk about their time spent in the service. Some of their comments are contained in this report.

**View of Carers**
The parents and grandparent spoken with during the inspection found the nursery to be very welcoming. They were happy with the settling-in procedures and information provided about their children's progress. They felt they were kept well up-to-date with nursery matters through daily chats with staff, the parents' evenings and monthly newsletters. They found staff to be very friendly.

Parents who completed the care standards questionnaires expressed a high degree of satisfaction with the service provided. Some of their comments are contained in this report.
National Care Standards

National Care Standard Number 3: Early Education and Childcare up to the age of 16 - Health and Wellbeing

Strengths

The nursery had effective communication systems in place through good daily contact and time spent in discussions between staff, parents, and children. One parent commented "staff are always on hand to discuss child-related issues. If discussing a private matter than a suitable place would be found to talk". 'Scrap Books' had been devised for each child, detailing their time in the nursery and these were shared with families. Enrolment forms contained good information on each child, and parents kept the nursery up-to-date with any changes. An informative brochure had been devised for all new families, and good information was displayed for parents in the entrance hallway and was contained in the monthly newsletters. The policies and procedures folder was available for parents.

Staff displayed a good understanding of child protection matters, and there was a child protection policy and recording system in place. Staff had received recent training on child protection matters. Positive methods of behaviour management were observed, and an appropriate behaviour management policy was in place.

A high standard of hygiene was observed within the nursery, and arrangements were appropriate for the control of infection. Children were encouraged to adopt good hygiene practices. They were encouraged to wash their hands at appropriate times and to clean their teeth after having their snack. Children had good opportunities to learn about healthy lifestyles through appropriate topic work and visitors to the nursery.

A healthy snack was provided for the children, taking account of their dietary requirements. Children were actively encouraged to help with snack preparation and to be independent. One member of staff had undertaken elementary food hygiene training, and plans were in place for all staff to attend this training.

Appropriate, comfortable arrangements were in place to allow children to rest. Children participated in walks in the local area and made good use of the outside play area, as well as participating in appropriate activities, affording them with good opportunities for physical exercise and access to fresh air. One parent commented "I have noticed there is far more outside play which is good for my child" while another noted that it was "great that children access the gym hall every day".

Suitable methods for the use, storage, and administration of medication were followed, and appropriate permission slips were in place.

The nursery had a clear policy on how to deal with emergencies and detailed records were kept of risk assessments and fire drills. Alternative accommodation had been identified for use in an emergency. One member of staff had attended first aid training, and there was a suitably stocked first aid box in place.

Areas for Development
There were no records of medicines stored on the premises overnight. Although parents were verbally informed of when their child had received their dose of medication, parents were not asked to sign the "daily record of dosage" sheets confirming they had been informed. The headteacher agreed to attend to these matters immediately.

The headteacher agreed to introduce a register of staffs' attendance, including their emergency details, for fire evacuation purposes.

National Care Standard Number 8: Early Education and Childcare up to the age of 16 - Equality and Fairness

Strengths

Nursery staff effectively promoted the aims and objectives of the service and adhered to the equal opportunities policy statement. The curriculum included projects on festivals from a variety of cultures, raising children's awareness of customs and languages other than their own. The nursery had good relationships with parents whose views and wishes were respected. Children played happily and were well settled in their surroundings. Good interaction was observed between staff and children. A very caring approach was adopted by staff and each child's needs were appropriately met. Children were encouraged in their individual efforts and to value themselves and others. Children were encouraged to share and help each other. Each child's individual needs, likes and dislikes were fully discussed with parents on enrolment and recorded by staff. One parent wrote "the staff are very friendly and develop really good relations with my son and have a very good idea of my child as an individual".

Two parents' evenings were held and parents were actively encouraged to help with the family fun bags scheme. One parent commented "opportunities to discuss progress and routine twice a year is a great idea". While another parent spoke about the good support her child had received from the staff.

Most parents were aware of the nursery's complaints procedure and child protection policy. Parents said they would have no hesitation in approaching management or staff if they were unhappy with the service or wished to make suggestions. They said management and staff were approachable and took time to listen to their views.

The nursery had effective links with support agencies including Pre-5 Support for Learning, Speech and Language Therapy and Psychological Services. Good information was provided for parents to enable them to access support services. Staff were sensitive to the individual needs of families and worked in partnership with them to enable them to play an effective part in their child’s care and education. Confidentiality relating to each child and their families was maintained.

Areas for Development

None identified at this inspection.

National Care Standard Number 11: Early Education and Childcare up to the age of 16
- Access to Resources

**Strengths**

An excellent range of equipment and resources, including multi-cultural materials, were available to the children that enhanced their learning and development. All equipment was age and stage related and was clean and in good condition. Resources were easily accessed and well presented to the children to enable them to choose their own play materials. A full inventory of equipment was in place. Children’s art work and photographs were effectively displayed, contributing to the bright, stimulating environment. One parent noted on the questionnaire "a well equipped nursery offering excellent facilities for the children".

Commendably staff were developing processes to encourage children to be more active in giving their ideas and suggestions for activities. Children were very keen to talk about their nursery day. One child said his favourite activity was "making dough" while another said his favourite thing was "playing with his special friends". Another child said she "liked everything" which included "running about with the balls and going on the bikes, exercises in the gym hall and going to the swing park when it's nice and sunny".

Staff were encouraged to share their skills and expertise with colleagues and children and individual parental skills were welcomed and valued. Children and staff had enjoyed a music session provided by one of the parents.

Photographs evidenced interesting outings which the children had participated in and they had enjoyed visits from members of the local community. Children talked about enjoying walks to the local swing park and duck pond as well as trips further afield. One child talked about how he "went on a bus and had lunch at Edinburgh Zoo".

Children were confident in the use of the computer and were making good progress when using information and communication technology.

**Areas for Development**

None identified at this inspection.

**National Care Standard Number 13: Early Education and Childcare up to the age of 16**

- Improving the Service

**Strengths**

Staff worked well as a team and were enthusiastic and displayed a good knowledge of the individual needs of children. They spoke knowledgeably about the children. Staff were encouraged to further their own professional development by attending ongoing training events. An effective staff appraisal system was in place. Staff regularly monitored and evaluated playroom activities with a view to further development. Regular management and staff meetings were held and staff were encouraged to contribute their views and ideas on service delivery. Staff spoken with said they felt fully supported by the management team. The headteacher monitored the planning. A detailed development plan was in place which set out clear targets and timescales for achievements.
Parents were encouraged to make a full contribution to the life and work of the service. Completed parental questionnaires reflected favourably on the service provided and the results were viewed positively by management and staff. Some suggestions made by parents had been implemented.

A clear Statement of Aims and Objectives and a comprehensive set of policies and procedures were in place. Staff satisfactorily implemented these policies and procedures. Appropriate records, accident and incident sheets and permission slips were checked and found to be accurate and kept in an organised way. An up-to-date children's register of attendance was in place. A satisfactory safety check of the premises was carried out.

Management and staff displayed a commitment to providing a quality service and were enthusiastic about developing the service further.

Areas for Development

The headteacher had correctly identified the need to monitor and evaluate the work of the nursery more systematically to ensure further improvements to the service and the quality of children's experiences. Working with staff and parents these plans should now be put in place using relevant national and local advice.
Enforcement
There has been no enforcement action taken against this service by the Care Commission.

Other Information
None.

Requirements
None.

Recommendations
None.

Maureen Gough
Care Commission Officer