

**REPORT TO: CHILDREN AND YOUNG PEOPLE'S SERVICES COMMITTEE ON
14 APRIL 2010**

**SUBJECT: SINGLETON INSPECTIONS OF PRE-SCHOOL CENTRES –
PUBLISHED REPORTS FROM FEBRUARY 2010 TO MARCH
2010**

BY: DIRECTOR OF EDUCATIONAL SERVICES

1. REASON FOR REPORT

1.1 The purpose of this report is to ask Children and Young People's Services Committee to scrutinise and note the singleton inspections of pre-school centres by the Care Commission which were published between February 2010 and March 2010. These were:

Aberlour & Craigellachie Playgroup, Aberlour
Ark Childcare Ltd, Mosstowie
Hop, Skip & Jump Nursery, Forres
Knockando Playgroup, Knockando
Lilliput Play 'n' Learn Centre, Elgin
Magic Roundabout Childcare Centre, Elgin
Magic Roundabout Childcare Centre (Southfield), Elgin
Magic Roundabout Childcare Centre, Fochabers
Rainbow Childcare & Education Ltd, Forres
Rose Abbey School, Kinloss
V. I. P. Childcare – Moray, Elgin

1.2 This report is submitted to Committee in terms of Section D (1) of the Council's Administrative Scheme relating to exercising the functions of the Council as Education Authority.

2. RECOMMENDATION

2.1 It is recommended that Children and Young People's Services Committee scrutinises and notes the contents of this report.

3. BACKGROUND

3.1 The Regulation of Care (2001) Act (the Act) is the underpinning legislation for all regulatory activities of the Care Commission (CC) including Daycare of Children's Services (singleton inspections). Such services which offer an element of pre-school education funded by the local authority are also subject to inspection by Her Majesty's Inspectorate of Education (HMIE). The Act states that the CC and HMIE will inspect services where relevant in an integrated manner (integrated inspections).

3.2 The cycle of singleton inspections will normally be every two years for services for 3-5 year old children unless specific weaknesses have been identified or complaints received.

- 3.3 Inspections by the CC are now more targeted, and focus more on people who use services and their carers in an attempt to improve services in Scotland.
- 3.4 From April 2008 providers are inspected against a framework of Quality Themes and Statements. The Quality Themes are:
- Quality of care and support
 - Quality of environment
 - Quality of staffing
 - Quality of management and leadership

Where a low level of support is required by a centre, the CC may not assess all the themes. Where all themes are reported, it may be because of issues which require a higher level of support. This can be for a variety of reasons e.g. it may be the first time a centre has undergone inspection or it may be that the centre has required a higher level of support in the past.

- 3.5 The CC will grade services and publish these grades as part of their duty to provide information to the public about the quality of care services.

The six point grading scale:

6	excellent
5	very good
4	good
3	adequate
2	weak
1	unsatisfactory

- 3.6 In Singleton Inspections the report is written in terms of Strengths, Areas for Development, Enforcement (powers to enforce change or to close a service) and Other Information. The action points are given as **Requirements** (enforceable action required of a service provider in order to comply with current legislation, usually within a timescale) and **Recommendations** (proposed actions to be taken to improve the quality of the service but which would not be subject to enforceable action).
- 3.7 Following publication, inspection reports are available through pre-school centres, the Care Commission and online at www.carecommission.com.
- 3.8 The authority will give guidance and support, as appropriate, to both school nursery classes and partner providers of pre-school education. **Appendix 1** provides more details on the procedure following a Singleton Inspection.
4. During this reporting period there were 11 **Singleton Inspection** reports received. The list of providers is attached as **Appendix 1**. The Gradings, **Recommendations** and **Requirements** arising from the report are summarised in **Appendix 2**. Copies of the reports are available in the Members' Library.

5. SUMMARY OF IMPLICATIONS

(a) Single Outcome Agreement/Service Improvement Plan

- (i) The report is relevant in relation to Local Priority 6 – Young People (Early Years) within the Single Outcome Agreement, and
- (ii) Action Area 6 – Early Years Framework in the Service Improvement Plan.

(b) Policy and Legal

The Regulation of Care (Scotland) Act 2001 set up the Care Commission to register and inspect all the services regulated under the Act including nursery classes and playgroups.

The authority has a duty to provide a quality pre-school education place for every 3 and 4 year old whose parents wish it.

(c) Resources (Financial, Risks, Staffing and Property)

None

(d) Consultations

Senior Officers in Educational Services, Deborah Brands, Principal Accountant, and Acting Principal Solicitor (Litigation and Licensing), have been consulted and are in agreement with the relevant sections of the report.

5. CONCLUSION

5.1 That the Committee scrutinises and notes the contents of this report.

Author of Report:

Sheena Duffus, Quality Improvement Officer

Background Papers:

Ref:

DMD/JR/Reports/Children and Young People's Services Committee/14 April 2010/Singleton Inspections of Pre-School Centres – Published Reports from February 2010 to March 2010

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APPENDIX 1**SINGLETON INSPECTIONS**

Name of Pre-school Provider	Date of Inspection
Aberlour & Craigellachie Playgroup, Aberlour	07/12/09
Ark Childcare Ltd, Mosstowie	03/12/09
Hop, Skip & Jump Nursery, Forres	05/10/09
Knockando Playgroup, Knockando	09/12/09
Lilliput Play 'n' Learn Centre, Elgin	24/12/09
Magic Roundabout Childcare Centre, Elgin	13/10/09
Magic Roundabout Childcare Centre (Southfield), Elgin	28/10/09
Magic Roundabout Childcare Centre, Fochabers	09/10/09
Rainbow Childcare and Education Ltd, Forres	19/11/09
Rose Abbey School, Kinloss	06/10/09
V.I.P. Childcare – Moray, Elgin	27/10/09

Procedure Following a Singleton Inspection

The pre-school centre is asked to prepare an action plan indicating how they will address the main findings of the report, and to share the plan with parents and carers.

APPENDIX 2**Summary of numbers of recommendations and requirements made to providers.**

Provider	Number of Recommendations	Number of Requirements
Aberlour & Craigellachie Playgroup	0	0
Ark Childcare Ltd, Mosstowie	1	0
Hop, Skip & Jump Nursery, Forres	2	1
Knockando Playgroup	0	0
Lilliput Play 'n' Learn Centre, Elgin	0	0
Magic Roundabout Childcare Centre, Elgin	2	0
Magic Roundabout Childcare Centre (Southfield)	2	0
Magic Roundabout Childcare Centre, Fochabers	2	0
Rainbow Childcare and Education Ltd, Forres	0	0
Rose Abbey School, Kinloss	0	0
V.I.P. Childcare – Moray, Elgin	0	0

In Singleton Inspections the report is written in terms of Strengths, Areas for Development, Enforcement (powers to enforce change or to close a service) and Other Information. The action points are given as **Requirements** (enforceable action required of a service provider in order to comply with current legislation, usually within a timescale) and **Recommendations** (proposed actions to be taken to improve the quality of the service but which would not be subject to enforceable action).

The authority gives guidance and support as appropriate to all providers and is satisfied that they are robustly addressing the recommendations and requirements in the reports.

Details of gradings, recommendations and requirements made to providers**Aberlour & Craigellachie Playgroup, Aberlour***Gradings*

Quality of Care and Support	5	Very good
Quality of Environment	N/A	
Quality of Staffing	4	Good
Quality of Management and Leadership	N/A	

(N/A – Not Assessed)

Recommendations

- None

Requirements

- None

Ark Childcare Ltd, Mosstowie*Gradings*

Quality of Care and Support	5	Very good
Quality of Environment	5	Very good
Quality of Staffing	4	Good
Quality of Management and Leadership	4	Good

Recommendations

- It is recommended that the service reviews its Medication Protocol to ensure that systems are in place for gaining parent/carer permission, clear recording of medication given, including signatures of staff and parents/carers, reviewing regularly administered medication, and obtaining appropriate training for staff in the administration of medication if required.

Requirements

- None

Hop, Skip & Jump Nursery, Forres*Gradings*

Quality of Care and Support	4	Good
Quality of Environment	4	Good
Quality of Staffing	5	Very good
Quality of Management and Leadership	4	Good

Recommendations

- The Manager/Provider should consider the use of a daily checklist for water temperature check and the closure of the external gate outside the premises. Specific staff should be allocated to complete these tasks daily.
- The Manager should consider the use of Warning stickers to be placed on each hot tap warning anyone using them that the water might be very hot.

Requirements

- Thermostatic controls should be fitted to all hot water taps that can be accessed by the children using the service in order to maintain their safety. (Timescale: within two months of receipt of this report)

Knockando Playgroup, Knockando*Gradings*

Quality of Care and Support	5	Very good
Quality of Environment	N/A	
Quality of Staffing	5	Very good
Quality of Management and Leadership	N/A	

(N/A – Not Assessed)

Recommendations

- None

Requirements

- None

Lilliput Play 'n' Learn Centre, Elgin*Gradings*

Quality of Care and Support	4	Good
Quality of Environment	N/A	
Quality of Staffing	5	Very good
Quality of Management and Leadership	N/A	

(N/A – Not Assessed)

Recommendations

- None

Requirements

- None

Magic Roundabout Childcare Centre, Elgin*Gradings*

Quality of Care and Support	4	Good
Quality of Environment	4	Good
Quality of Staffing	4	Good
Quality of Management and Leadership	4	Good

Recommendations

- The recruitment and selection policy is amended to include checks with professional registers such as the Scottish Social Services Council (SSSC).
- The manager should consider having formal staff meetings for all staff. The agenda can be set in advance, such as training, best practice documents, practice issues, involving parents and children and a record should be kept of the meeting.

Requirements

- None

Magic Roundabout Childcare Centre (Southfield), Elgin*Gradings*

Quality of Care and Support	4	Good
Quality of Environment	4	Good
Quality of Staffing	4	Good
Quality of Management and Leadership	4	Good

Recommendations

- The recruitment and selection policy is amended to include checks with professional registers such as the Scottish Social Services Council (SSSC).
- The manager puts in place a system for formal one to one supervision meetings for all staff as part of monitoring staff practice and personal development.

Requirements

- None

Magic Roundabout Childcare Centre, Fochabers*Gradings*

Quality of Care and Support	5	Very good
Quality of Environment	4	Good
Quality of Staffing	4	Good
Quality of Management and Leadership	4	Good

Recommendations

- The recruitment and selection policy is amended to include checks with professional registers such as the Scottish Social Services Council (SSSC).
- The manager should consider having formal meetings for all staff. The agenda can be set in advance, such as training, best practice documents, practice issues, involving parents and children and a record should be kept of the meeting.

Requirements

- None

Rainbow Childcare and Education Ltd, Forres*Gradings*

Quality of Care and Support	5	Very good
Quality of Environment	N/A	
Quality of Staffing	5	Very good
Quality of Management and Leadership	N/A	

(N/A – Not Assessed)

Recommendations

- None

Requirements

- None

Rose Abbey School, Kinloss*Gradings*

Quality of Care and Support	5	Very good
Quality of Environment	N/A	
Quality of Staffing	5	Very good
Quality of Management and Leadership	N/A	

(N/A – Not Assessed)

Recommendations

- None

Requirements

- None

V.I.P. Childcare – Moray, Elgin*Gradings*

Quality of Care and Support	5	Very good
Quality of Environment	N/A	
Quality of Staffing	5	Very good
Quality of Management and Leadership	N/A	

(N/A – Not Assessed)

Recommendations

- None

Requirements

- None