

**REPORT TO: EDUCATION AND SOCIAL SERVICES COMMITTEE ON
13 FEBRUARY 2008**

**SUBJECT: SINGLETON INSPECTIONS OF PRE-SCHOOL CENTRES –
PUBLISHED REPORTS FROM NOVEMBER 2007 – DECEMBER
2007**

BY: DIRECTOR OF EDUCATIONAL SERVICES

1. REASON FOR REPORT

- 1.1 The purpose of this report is to inform Education and Social Services Committee of the singleton inspections of pre-school centres by the Care Commission which were received between November 2007 and December 2007.
- 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 Education and Social Services Committee scrutinises and notes the contents of this report.**

3. BACKGROUND

- 3.1 From April 2003, pre-school centres underwent an annual inspection. Two out of every three of these were to be a Singleton Inspection by the Care Commission and one an Integrated Inspection by Her Majesty's Inspectorate of Education (HMIE) jointly with the Care Commission. Integrated Inspections have been reported at Educational Services Committee since May 2005.
- 3.2 From April 2007 HMIE and the Care Commission have been carrying out a revised, more proportionate model of integrated inspection. The key purposes are to:
- Build on the inspection information of all pre-school centres from April 2003 to March 2007 and reduce the frequency of inspection of pre-school education
 - Reintegrate nursery classes with HMIE primary school inspections
 - Inspect pre-school provision more proportionately to the need of the service
 - Identify and share best practice in pre-school provision
 - Continue to use the combined expertise of HMIE, Associate Assessors (AAs) and Care Commission Officers (CCOs).
- 3.3 The cycle for integrated inspections now follows the same cycle as for primary schools, currently a 7-year generational one. The frequency of follow-through visits will be decided either on the basis of the quality of provision evaluated during integrated inspections, or to assess authority evaluations, or to provide intelligence for HMIE about good practice. It may also take account of Care Commission information on complaints and requirements.

- 3.4 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.
- 3.5 The Care Commission select national care standards and focus areas to reflect national initiatives and issues, in singleton inspections. For the period April 2007 – March 2008 the focus areas are Active Play, Infection Control, Protecting People and the Scottish Social Services Codes and Staff Training.
- 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 pre-school centre is asked to complete an action plan indicating how it will address the main findings of the report. 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.
- 3.9 During this reporting period there were 5 **Singleton Inspection** reports received. The list of providers is attached as **Appendix 1**. The **Recommendations** and **Requirements** arising from the reports are summarised in **Appendix 2**. Copies of the reports are available in the Members' Library.

4. **SUMMARY OF IMPLICATIONS**

(a) **Corporate Development Plan/Community Plan/Service Improvement Plan**

This report meets the stated aims of the Educational Programme of the Corporate 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.

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

There are no immediate Financial, Staffing, Environmental or Sustainable Development implications arising from this report.

(d) Consultations

Members of the Senior Management Team within Educational Services, Jim Gibson, Quality Improvement Officer, Deborah Brands, Principal Accountant and Karen Wiles, Principal Solicitor, Legal Services have been consulted and agree with the relevant section 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, Pre 5
 Background Papers:
 Ref: DMD/JR/Reports/Education and Social Services Committee/
 13 February 2008/Singleton Inspections of Pre-School Centres -
 Published Reports from November 2007 to December 2007

APPENDIX 1**SINGLETON INSPECTIONS**

Name of Pre-school Provider	Date of Inspection
Jack 'n' Jill Pre-school Centre & 1 st Base Out of	20/09/2007

School Care, Elgin	
Ladybird Developmental Playgroup, Lossiemouth	25/09/2007
Magic Roundabout Childcare Centre, Elgin	08/10/2007
Noah's Ark Day Care, Forres	10/10/2007
Rainbow Childcare and Education Ltd, Forres	11/09/2007

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
Jack 'n' Jill Pre-school Centre & 1 st Base Out of School Care, Elgin	4	0
Ladybird Developmental Playgroup, Lossiemouth	0	1
Magic Roundabout Childcare Centre, Elgin	1	1
Noah's Ark Day Care, Forres	1	0
Rainbow Childcare and Education Ltd, Forres	2	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 recommendations and requirements made to providers

Jack 'n' Jill Pre-school Centre & 1st Base Out of School Care

Recommendations

- The infection control policy needs to be updated to include specific information in relation to nappy changing and potty training.
- Infection control training should be undertaken by all nursery staff.
- Infection control procedures in relation to hand washing routines for the older children who attend the afterschool club needed to be reviewed.
- The child protection policy needed to be updated and reviewed to include the following information: a statement that the provider will follow the local area child protection guidelines; a statement to reference the child protection framework and the children's charter; a description of information to be recorded; appropriate phone numbers; arrangements to ensure children/young people have access to independent support/advice as appropriate and arrangements for policy review.

Ladybird Developmental Playgroup

Requirements

- In relation to the storage of resources, procedures must be put in place to ensure a clean and healthy environment for children.

Magic Roundabout Childcare Centre

Recommendations

- The service to ensure that the training and development policy informs staff how to access training and also states how it will be evaluated.

Requirements

- To ensure that two references are obtained for the candidates prior to employment, one of which should be the previous employer. (Timescale – on receipt of this report)

Noah's Ark Day Care

Recommendations

- The service needed to review and update the risk assessments to include the following information: level of risk, date of implementation, date of review, signature of person initiating the risk assessment.

Rainbow Childcare and Education Ltd

Recommendations

- The Provider should continue to develop methods of consultation with parents and children to involve them in evaluating, grading and contributing to developing the work of the nursery.
- The Provider and staff should provide more opportunities for children to access materials independently and explore and create using their own ideas.