

Appendix 1

Pre-School Education – 08'020 Follow-up

Action Plan Recommendation	Dates for Completion	Status / Explanation
Requirement to submit formal accounts should be discontinued	Sept 08	Completed.
Changes to SLA should be communicated to partner nurseries.	June 09	Completed – SLA revised for 09/10 session.
Request for returns regarding policies held by providers	Sept 08	Completed – Requests for returns have been issued; 11 of 37 providers have still to make returns. Reminders have been sent.
Payment schedule letters sent to nurseries should accurately reflect the payment basis	Aug 08	Completed – Revised payment schedule letters sent out to providers in August 2009 Calculation and frequency of payments remains under review under the funding following the child regime.
During monitoring visits, checks should be made to confirm that funding paid represents number of people attending per the register.	Ongoing	Completed /ongoing - During monitoring visits enquiries are undertaken to confirm the number of children on the register. It was reinforced at the follow-up meeting that registers should be checked for what is held and compared with census information.
CALA need to be reminded of their responsibility to assist partner nurseries in their preparation of Improvement Plans.	Sept 08	Completed.
School plans should specifically feature the nursery.	June 09	Completed.

<p>Continued research into the possibilities of handing over more control to partner nurseries in the allocation of places.</p>	<p>Aug 09</p>	<p>Continuing - It was intended that this would be picked up as part of the admin review, however this has been superseded by DBS. Progress has been made with Council nurseries through the introduction of SEEMIS but this will not extend as far as the partner providers. It is also considered that the work on 'Funding Following the Child' be completed first as this may require the Council to retain control of the process for allocation of places.</p>
<p>Staff continuous professional development (CPD) requirements should be included in future bids for funding in consultation with the Moray Childcare Partnership.</p>	<p>Aug 08</p>	<p>Completed / ongoing – course titles are discussed and essential courses are prioritised.</p>
<p>Quality Audits should be carried out for all Developmental Playgroups to ensure consistency.</p>	<p>March 09</p>	<p>Complete / ongoing – A timetable for quality audits conducted by officers from Educational Services has been developed. The programme covers accommodation, resources, records, plans and staff interaction.</p>