

Inspection report

Pathhead Primary School Nursery Day Care of Children

Cairns Street West
Kirkcaldy KY1 2JA

Inspected by: Ann Easton
(Care Commission Officer)

Type of inspection: Announced

Inspection completed on: 8 June 2005

Service Number

CS2003015883

Service name

Pathhead Primary School Nursery

Service addressCairns Street West
Kirkcaldy KY1 2JA**Provider Number**

SP2004005267

Provider Name

Fife Council

Inspected ByAnn Easton
Care Commission Officer**Inspection Type**

Announced

Inspection Completed

8 June 2005

Period since last inspection

12 months

Local Office AddressCare Commission Office
The Care Commission
Largo House
South Suite Ground Floor
Carnegie Drive
Dunfermline
KY11 8PE

Introduction

Pathhead Primary School Nursery was deemed registered on 1 April 2002. The nursery catered for children from age three to starting primary school. At the time of the inspection the roll was 82. The service operates 2 sessions and some of the children have an extended day.

The nursery is held in a classroom in the school building. The nursery had an enclosed play area, dedicated to the nursery children. This provided ample opportunities for energetic play, climbing, planting and growing.

The aims of the service state:

"We aim to:

provide a safe and stimulating environment in which children can feel happy and secure."

Basis of Report

Before the visit:

The service returned to the Care Commission a Pre-inspection Return containing information about the service.

The service also returned a completed self-evaluation form.

The Care Commission Officer wrote to the service informing them when the visit would take place.

During the visit which took place on 08 June 2005, the Care Commission Officers spoke with:

The Headteacher

The Depute Headteacher

Members of staff

8 children

3 parents

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

Aims and Objectives of the service

Infection control policy

Accident and incident records

Administration of medication

Fire evacuation procedures

Insurance certificates

Risk assessments

Personal Learning Plans

and observed how staff members worked with the children.

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 1: Being welcomed and valued
Standard 7: A caring environment
Standard 9: Involving the community
Standard 10: Involving other services
Standard 12: Confidence in staff

In addition the The Regulation 114 Fitness of Premises was taken into account. An inspection of the premises and the outdoor area was made and found to be satisfactory.

Action taken on requirements in last Inspection Report

There were no requirements for the last inspection and 2 recommendations made at the last inspection continue to be recommendations in this report.

Comments on Self-Evaluation

The self evaluation document was returned prior to the inspection with areas for development highlighted.

View of Service Users

The service users who chatted to the Care Commission Officers during the inspection were happy in the nursery and there was good interaction with the staff. The following comments were made:-

"I have lots of fun in the nursery"

"We get nice snacks"

"I like playing with the toys and playing in the garden"

"My friend comes to the nursery"

View of Carers

The parents who spoke to the Care Commission Officers during the inspection stated that they were happy with all aspects of the service.

6 questionnaires were returned to The Care Commission, which reflected that overall the parents were happy with the service provided. The following comments were made on the questionnaires:-

Staff are always updating parents.

they always make time for parents and child alike.

They always give you the opportunity to discuss your child's care.

Each child is treated as an individual.

I feel staff know and understand my child well and are always treated with dignity and respect.

My child is not offered alternative drinks or snacks.

I am very impressed with the range of snacks. The children have a well established routine, which is both stimulating and fun as well as educational.

Very impressed by how each child is treated as an individual and how staff respect and value each child's individuality.

Regulations / Principles

National Care Standards

National Care Standard Number 1: Early Education and Childcare up to the age of 16 - Being Welcomed and Valued

Strengths

The premises were warm and inviting and in a good state of repair. There is adequate ventilation and light. Risk assessments are carried out to ensure that the premises are safe for the children attending the nursery.

The staff stated that the toys and equipment is cleaned on a regular basis. Staff are monitoring the fridge temperature and a record is being maintained. The nursery is part of the tooth brushing scheme and a separate basin is available for tooth brushing and hand washing. The staff are aware of the need to use disposable gloves and aprons when changing nappies and dealing with bodily fluids.

Areas for Development

The Depute and nursery staff identified an area for development to develop further procedures for parents, carers and children who may have English as a second language.

The premises were secure, however, on the day of the inspection one of external door bells was not working. A recommendation (1) is made.

A written record of the daily risk assessment was not being maintained. A recommendation (2) is made.

Staff were monitoring the fridge temperature daily. However, there was no evidence of action taken when problems arose. A recommendation (3) is made.

National Care Standard Number 7: Early Education and Childcare up to the age of 16 - A Caring Environment

Strengths

Through evidence provided, observation of the service in operation and discussion with the manager and staff, it was apparent that an appropriate settling in procedure was in place which met the needs of the parents/carers and children using the service. The importance of sharing information with parents/carers was recognised and the manager and staff confirmed that parents were provided with written information about the service. The booklet given to parents was seen to contain a comprehensive range of information, including the nursery aims, enrolment details and health and safety information. An information board within the welcoming reception area was used to note other information and events. This was updated on a regular basis. Other items of information and interest were also on display within this area.

Identification of nursery staff and others involved in the provision of the service was ensured by the display of photographs in the nursery. Parents/carers and children were greeted on an individual basis on arrival and departure and staff were available for discussion at this time. It was confirmed that information would be made available to parents in other languages and formats as appropriate. The aims and objective of the service reflects the practice within the nursery.

Areas for Development

The Depute and nursery staff identified an area for development to gain more opportunities to allow children to express their views about their place in society.

On the day of the inspection visit, the aims and objectives of the service were not displayed. A recommendation (4) is made.

National Care Standard Number 9: Early Education and Childcare up to the age of 16 - Involving the Community

Strengths

Walks and outings to places of interest in the local community had been undertaken. This included visits to the local library, shops, retail park, airfield and Wemyss Fir Tree Centre. Information on the service provision was available within the school and nursery.

The nursery has close links with the local schools. These links along with regular visits from school staff helped ensure a smooth transition into primary school for the children. There are links with the local Health Service including the health visitors,

The nursery hold regular charity fund-raising events, which involves the local community. There was good photographic evidence was display the local community, which included shops, hospital, garage, play park, health centre, lollipop lady, new houses, maps and signposts. The service hosts a weekly drop in for parents and carers.

Areas for Development

The Depute and nursery staff identified an area for development to continue to review opportunities for community links.

National Care Standard Number 10: Early Education and Childcare up to the age of 16 - Involving other Services

Strengths

The service had links with organisations including contact with Health and Social Work Services, feeder schools, Community Schools Initiatives, Speech and Language services, Pre-School Home visiting Service and Victoria Family Project. The direct link with Fife Council Education Service ensures that specialist help and advice as well as training may be easily accessed.

Information on these services was freely available to parents. Good support was offered to families by staff to access support services.

Areas for Development

The depute and nursery staff identified an area for development to continue to maintain and develop these links and links with other relevant agencies when required.

National Care Standard Number 12: Early Education and Childcare up to the age of 16 - Confidence in Staff

Strengths

The Depute Headteacher has been delegated the responsibility for the day to day running of the nursery. Fife Council's recruitment and selection procedures were followed for the appointment of staff. Guidelines for students working within the service were available. Staff held appropriate qualifications. At the time of inspection, the recommended staff/child ratios were being met.

It was confirmed that staff training needs had been identified and training undertaken. The Depute and staff met on a regular basis to discuss relevant issues. The staff group also met weekly to plan the curriculum.

The nursery has a range of policies and procedures, including a child protection policy.

Areas for Development

The Depute had identified an area for development to review and develop Continued Personal Development Practices.

Through discussion, it was evident that all staff were not involved in discussion about planned changes. A recommendation (5) is made.

The head teacher acknowledged that not all staff had received an appraisal. A recommendation (6) is made.

A good start had been made to planning in a systematic way. However, staff acknowledged that this required further refinement. A recommendation (7) is made.

Policies and procedures were in place, however on the day of the inspection, it was evident that some of these were whole school policies, not nursery policies. A recommendation (8) is made.

Enforcement

There has been no enforcement action.

Other Information

None

Requirements

Recommendations

Recommendation 1

It is recommended that the doorbell be replaced, for example the National Care Standards, early education and childcare up to the age of 16, Standard 2 (2).

Recommendation 2

It is recommended that a record be maintained for the daily risk assessments of the premises, for example the National Care Standards, early education and childcare up to the age of 16, Standard 2 (1).

Recommendation 3

It is recommended that the monitoring of the fridge temperature be reviewed so that when problems are identified they can be addressed, for example the National Care Standards, early education and childcare up to the age of 16, Standard 2 (1) and Standard 3 (3).

Recommendation 4

It is recommended that the aims and objectives of the service be displayed in the nursery, for example the National Care Standards, early education and childcare up to the age of 16, Standard 14 (2).

Recommendation 5

It is recommended that the leadership of the nursery is reviewed to ensure that all recommendations are being taken forward in a positive way that is inclusive of staff views for example the National Care Standards, early education and childcare up to the age of 16, Standard 14 (1) and (4).

Recommendation 6

It is recommended that the staff appraisals take place to ensure that their continual professional development needs are met, for example the National Care Standards, early education and childcare up to the age of 16, Standard 14 (7).

Recommendation 7

It is recommended that the Depute Headteacher in consultation with the nursery staff review the current system of planning to take into account recent training undertaken by staff and to minimise repetition of paperwork and recording, for example the National Care Standards, early education and childcare up to the age of 16, Standard 13 (1).

Recommendation 8

It continues to be a recommendation that the Depute Headteacher and staff plan a systematic review of the nurseries policies and procedures to personalise these to the nursery, for example the National Care Standards, early education and childcare up to the age of 16, Standard 14 (2).

Ann Easton
Care Commission Officer