

Emergency Action Plan to Address Safety Concerns

Contributors

Fiona Lawrie (Locality Team Leader)	Lyndsay Taylor (Head Teacher)	Alex Polanska (Autism Outreach)
Carol Main (Locality Lead Officer)	Ruth Rose (Nursery Manager/Principal Teacher)	Susan Blair (Depute Head Teacher)

Area of Concern	Action to Address Concern	By When	Progress			By Whom
			R	A	G	
How the provider will ensure that the staff are supporting children’s safety at all times?	<ul style="list-style-type: none"> Authority support to create robust action plan to address areas of concern 	30 May 2024				Fiona Lawrie Carol Main Lyndsay Taylor Susan Blair Ruth Rose Alex Polanska Nursery Team
	<ul style="list-style-type: none"> Principal Teacher to be removed from ratios to allow supervision over nursery 	30 May 2024				
	<ul style="list-style-type: none"> PT will be supported by authority with an intensive nursery induction. Additional mentoring will be provided by DHT 	5 July 2024				
	<ul style="list-style-type: none"> All staff briefed on safety concerns and understand the expectation as a member of the team to ensure the safety of all children at all times 	30 May 2024				
	<ul style="list-style-type: none"> Individual meetings will be held with every member of staff team following on from the briefing to ensure full understanding of concerns and the expectations moving forward. Informal Counselling will be used to support this process in the first instance. 	5 July 2024				
	<ul style="list-style-type: none"> Use <u>SIMOA</u> practice notes for discussions with staff around children’s safety. The principles from SIMOA have been used as a base for discussions around children’s safety. 	5 July 2024				
	<ul style="list-style-type: none"> Daily SLT visits to follow-up on actions 					

Appendix E – Danestone CI Emergency Action Plan

	<ul style="list-style-type: none"> Regular LLO drop-ins to follow-up actions and monitor progress. LLO based themselves in the setting from 11.6.24 until the end of term. 	<p>5 July 2024</p> <p>11 June 2024</p>		
	<p>Environment/Drop-Off and Pick-up</p> <ul style="list-style-type: none"> Protocol to be created to ensure that children are supervised by experienced/permanent staff at all times Staff Rota will be reviewed to better support deployment of staff across the setting to ensure safety at all times Refresh drop-off and pick-up procedures to better welcome families into the nursery in a nurturing and safe manner. 	<p>31 May 2024</p> <p>5 July 2024</p> <p>4 July 2024</p>		
	<p>Food Safety</p> <ul style="list-style-type: none"> Protocol to be created to ensure that lunchtime routines support children's safety when eating 	<p>3 May 2024</p>		
	<p>Meeting Children's Needs</p> <ul style="list-style-type: none"> Autism Outreach EYP to support full time in nursery until summer to ensure the needs of all children are being met. To build confidence and capacity in staff through modelling and coaching. Daily briefings will allow timely evaluation to impact positive changes within the setting. Review of sensory supports and safe space within the setting link to <u>Education Scotland</u> Evaluation of strategies used to support individual children and an understanding of any factor which may impact children's wellbeing. To ensure all staff are confident in using and evaluating strategies 	<p>7 May 2024</p> <p>5 July 2024</p> <p>5 July 2024</p> <p>5 July 2024</p>		

Appendix E – Danestone CI Emergency Action Plan

	<p>and that this is reflected in individual risk assessment/PEEP/Personal plans</p> <ul style="list-style-type: none"> Intentional planning to promote Nursery Values and what they look like at Danestone. The new term learning intentions will be based around Wellbeing indicators. https://www.gov.scot/publications/shanarri/pages/wellbeing-wheel/ 	5 July 2024		
	<p>Hygiene/Infection Control</p> <ul style="list-style-type: none"> Toilets rota to be created to support regular checks to maintain hygiene standards. This check will include checking all resources are stored safely and the environment is clean. Intentional Planning will be created around hand hygiene. Children to lead in creating signage within the toilet to prompt handwashing and understand steps involved All staff to prompt proper handwashing at all times but specifically after using the toilet, before/after eating and following outdoor/messy play 	<p>30 May 2024</p> <p>7 June 2024</p> <p>30 May 2024</p>		