

Areas for improvement (Appendix C – Happitots)	Action required	Stakeholders & timescale	Desired outcomes for children	Evidence and review/confirmed completion	RAG Rating
<b>How good is our care play and learning? 1.1 Nurturing care and support , 1.2 Play and Learning &amp; 1.3 Play and learning</b>					
<p>Ensure all children experience nurturing and supportive mealtimes, the provider should support the staff and management team to improve mealtime experiences.</p>	<ul style="list-style-type: none"> <li>Mealtime observations and audits</li> <li>Management to work alongside staff team to model best practice with mealtimes and interactions</li> <li>Mealtimes to promote independence and allow children to self-serve food and drinks</li> <li>Marvelous mealtimes Falkirk council to be delivered at staff training</li> <li>Children will have access to fresh water throughout the day</li> <li>Safe and Successful mealtimes guidance will be read by all staff, with training reflection forms completed</li> <li>Staff rotas within each room will be implemented outlining responsibilities and tasks within the room</li> </ul>	<p>Immediate action to be taken</p> <p>Training to be completed by 31/08/2024</p>	<p>-Practice by staff reflects families' personal preferences and promotes children's independence</p> <p>-Children to experience mealtimes in an unhurried and relaxed atmosphere ensuring a caring and positive social experience</p> <p>-Fresh water is available through the day and children are encouraged to remain hydrated</p>	<ul style="list-style-type: none"> <li>Marvelous Mealtimes Falkirk online training completed by each staff member, the staff have furthered their knowledge and understanding of mealtimes, and this has been seen through monitoring practice. However, it is evident that the preschool room requires further support with their mealtimes</li> <li>Children have fresh water through the day in each room. This is evidenced in morning checklists. Staff members sign checklist when water station has been made</li> <li>Staff rotas are still ongoing but have ensured that all tasks and cleaning required is being completed through the day</li> </ul>	
<p>Support children's wellbeing, development and progress, personal planning approaches should be further developed.</p>	<ul style="list-style-type: none"> <li>Personal plan training (this will be done during a training in-service day)</li> <li>In-service nursery training day</li> <li>Rigorous quality assurance process will be implemented to monitor quality and impact</li> <li>Personal plan audits carried out by management team and SEYP</li> </ul>	<p>Immediate action to be taken</p> <p>Inservice day: 4<sup>th</sup> of October</p> <p>Parents' evening 16<sup>th</sup> November</p>	<p>-Children's overall wellbeing is supported through effective use of personal planning</p> <p>-Children and families are central to this process ensuring effective information sharing which is used</p>	<ul style="list-style-type: none"> <li>Monthly monitoring of personal plans is carried out by both management team and SEYP in each room</li> <li>Quality assurance has shown that personal plans and connect have improved within the SB and MB room meaning</li> </ul>	

	<ul style="list-style-type: none"> <li>Implement parent's night every 6-months for reviews and assessment tracking</li> </ul>		<p>by staff to promote consistence and continuity of care</p>	<p>that children's progress is being tracked and developed. PS requires some more time and knowledge to develop theirs.</p> <ul style="list-style-type: none"> <li>Prior to the Inservice day management completed a thorough personal plan audit on all personal plans and outlined actions for each plan to further support staff</li> <li>Personal Plan training was completed as part of the Inservice day. The team discussed each part of the personal plan including what they are for, and how we can use them. We discussed some examples and how to embed learning and development into personal plans. Time was given for personal plans to be added to.</li> <li>Parent's night has been added to the calendar. It will be held on the 15<sup>th</sup> of November</li> </ul>	
<p>Promote high quality play, learning and development opportunities, the provider should ensure staff are supported to develop an understanding of relevant child development theory and approaches that empower children to lead their play and learning.</p>	<ul style="list-style-type: none"> <li>Quality Assurance calendar to be put in place</li> <li>PDP/CPD folders to be put in place, SSSC continuous learning framework will form a core component</li> <li>Staff training matrix to be made and will be based on core training list</li> <li>Implement system to monitor quality of training self-evaluation (EYPs monitor their PDP folder and evaluation the impact of their training)</li> </ul>	<p>Immediate action</p> <p>2x a month staff meeting</p>	<p>-Staff have a good understanding of child development, relevant theory, and practice, and skilfully use this to support high quality play and learning experiences.</p> <p>-Children made informed choices</p>	<ul style="list-style-type: none"> <li>Staff meetings have been held twice a month. A staff meeting schedule has been placed on the training board to inform parents our focuses for each staff meeting. Every third staff meeting (second when we go back to one a month) is focused on CPD and</li> </ul>	

	<ul style="list-style-type: none"> <li>• Implement twice monthly staff meetings for training and learning (Environment training)</li> <li>• Signpost staff to CI hub to learn and refresh their knowledge</li> <li>• Signpost staff to SSSC badges and MY SSSC app.</li> <li>•</li> </ul>		<p>about learning their play within a stimulating, challenging, creative setting.</p>	<p>looking back at the impact of the training.</p> <ul style="list-style-type: none"> <li>• Conversations have been had with staff regarding SSSC badges, but none have been completed yet. This will be discussed further.</li> <li>• In-service day has been completed and has been very beneficial. Personal plan, planning, environments, child protection, provocations and invitations to play were covered in depth.</li> </ul>	
<p><b>How good is our setting? 2.2 – Children experience high quality facilities</b></p>					
<p>Children experience play and learning opportunities that promote their wellbeing and development</p>	<ul style="list-style-type: none"> <li>• Staff training on enabling environments and planning through management</li> <li>• Training on child development and development theory</li> <li>• All staff will complete flick training</li> <li>• Staff will take note of resources, new resources will be sourced</li> <li>• Additional Support Needs advisory project (ASNAP) contacted to visit and support enabling environments</li> <li>• ASN coordinator will review care plans every 3 months (including audit)</li> <li>• Monthly planning on audits</li> </ul>	<p>Immediate action</p> <p>Ongoing monthly</p> <p>ASNAP coming to complete training on the 26<sup>th</sup> of Sept</p>	<p>-The setting is very comfortable, furnished to a high standard and welcoming with plenty of natural light and ventilation. It gives a strong message to children that they matter and have ample space for their needs.</p> <p>-Indoor and outdoor environments are sensitively structured and take account of age and stage of children. Spaces reflect children's current interests and curiosities with appropriate resources and materials to support learning.</p>	<ul style="list-style-type: none"> <li>• All staff have completed flick training on environments in early years the impact is shown in the room as environment audits have evidenced that they are improving. Children are more engaged in their activities and experiences and enjoy being in the room</li> <li>• ASNAP training has been completed and has been beneficial for all staff. This has supported staff in dealing with behaviours in different manners and looking into why children behave in certain ways. A quiz has been sent via email for staff to complete</li> </ul>	

				<p>by 4<sup>th</sup> of November along with impact on practice.</p> <ul style="list-style-type: none"> <li>Hana and Ursula (EY head) have ordered resources for each garden. This will ensure that the gardens are extensions of indoor areas and are inviting and loved.</li> </ul>	
<p>Ensure the health and safety and wellbeing of children, the provider must ensure the service is safe, secure, and well-maintained</p>	<ul style="list-style-type: none"> <li>Thrive health and safety audits to be completed monthly</li> <li>Staff opening and closing checks include reporting maintenance issues to management and put onto maintenance log (Manager to spot check daily)</li> <li>Risk assessments to be completed to mitigate security risks</li> <li>Internal door at entrance to be replaced to make more secure</li> <li>External door at entrance to be replaced</li> <li>Staff training: dynamic risk assessments, importance of completing daily indoors and outdoors checks and reporting faults immediately</li> </ul>	<p>Implement as soon as possible</p> <p>Training to be completed at upcoming staff meeting</p>	<p>-Well-functioning arrangements for monitoring, maintenance, and repair of the setting</p> <p>-Staff work well together to identify and remove risks to children within the setting both indoors and outdoors across the whole day. They ensure the environment is safe and secure, in doing so children's activities are not compromised and they are supported to enjoy challenging, fun, play experiences.</p> <p>-The setting provides security and safety without impinging on children's rights and reflects the service's aims and objectives.</p>	<ul style="list-style-type: none"> <li>Risk assessment completed to mitigate security risks</li> <li>Internal door at entrance of the nursery has been replaced and a key code lock has been added</li> <li>Impact has shown that the children now attend a setting where they are safe and secure. Children are unable to leave the premises by the front of side doors as new gates and internal doors have been added. The code on the door will be changed termly to manage the code being spread to more than just parents collecting their children</li> <li>Staff meetings covered dynamic risk assessments and health and safety checklists in depth. To measure the impact of this Hana has been completing deployment spot checks to ensure that staff are in areas they would be able to assess</li> </ul>	

				<p>risks effectively. Management checks cover checking each rooms checklists to check they are being completed and the actions are completed to a good standard.</p>	
<p>Provider must ensure children experience a consistently clean and homely environment through the implementation of robust infection, prevention, and control practices</p>	<ul style="list-style-type: none"> <li>• Staff training:infection, prevention and control, health and safety, importance of looking after resources and raising any issues</li> <li>• Infection control training will be prioritised as part of induction week process for any new employees</li> <li>• Health and safety will form part of monthly staff meetings. Infection control being added to the agenda termly</li> <li>• Nighttime checklist for cleaner to be created and used daily</li> <li>• Room rotas to organise responsibilities of keeping areas within each room clean</li> <li>• Deep cleaning to take part 2x a year</li> <li>• Infection control audit to be completed weekly then monthly as per QA calendar (SEYP to complete monthly)</li> <li>• Environmental audits will take place weekly then monthly (QA calendar)</li> </ul>	<p>Training to completed throughout the staff meetings</p> <p>Implement immediately and ongoing</p> <p>First deep clean taking part on 4/10/2024</p>	<p>-Robust infection prevention and control and food safety practices provide high levels of safety for children. These are supported by effective quality assurance practice</p> <p>-All staff understand the arrangements for cleaning within the service. Risk assessments have been undertaken that address the current guidance in respect of infection prevention and control. Staff have received appropriate training on infection prevention and control and are confident in ensuring a high-quality safe environment for themselves and the children in their care.</p>	<ul style="list-style-type: none"> <li>• Cleaner checks have been made and the cleaner has been using effectively</li> <li>• Infection audits monthly has shown an improvement in infection control procedures in each room. Weekly audits being carried out by senior staff members have shown some issues and these are actioned immediately. This ensures that the children have a safe and clean environment to clean. They are also being shown how to keep their resources clean and are encouraged to take part</li> <li>• Environmental &amp; hygiene audits have shown a massive improvement, I feel confident to allow for these documents to be completed monthly by the management team. Seniors will complete weekly or where required. Management will continue to spot check their documents. The next</li> </ul>	

				spot check will be the 11 <sup>th</sup> during our senior meeting.	
Prevent the spread of infection and promote positive hand hygiene, staff should support children in effective handwashing practices.	<ul style="list-style-type: none"> <li>• Infection control training- with training reflection forms completed</li> <li>• Posters displayed in hand washing areas</li> <li>• Monitoring of cleaning practices to be delegated to ensure this is completed to a high standard</li> </ul>		<p>-Robust infection prevention and control and food safety practices provide high levels of safety for children. These are supported by effective quality assurance practice</p> <p>- Staff have received appropriate training on infection prevention and control and are confident in ensuring a high-quality safe environment for themselves and the children in their care.</p>	<ul style="list-style-type: none"> <li>• Posters have been added to hand washing areas</li> <li>• Staff have completed infection control training and have completed training reflection forms</li> <li>• Hygiene audits were completed weekly I found the improvements were in place and am comfortable with these audits being completed monthly to ensure all areas of infection control are still in place effectively</li> </ul>	
<b>How good is our leadership? - 3.1 Quality assurance and improvement are led well</b>					
Ensure children experience consistently positive care, play and learning opportunities, the provider must develop quality assurance systems that promote improved outcomes.	<ul style="list-style-type: none"> <li>• Create a robust improvement plan, addressing weakness and building on current strengths</li> <li>• Implement an in-service day to enhance training opportunities</li> <li>• Extra staff meetings to be added each month so that two monthly meetings are held to provide extra opportunity for training</li> <li>• Staff PDP/CPD completed based on supervision discussions</li> <li>• Training calendar to be devised to target required training and action revisits for impact</li> <li>• Staff will complete a reflection overview for each training piece and revisit this in 6 weeks to evaluate impact of training</li> </ul>	Implement immediately and continue to update	<p>-Leaders have a comprehensive understanding of the importance of using the views of children and families, as well as partners, to inform planning and development of the service</p> <p>-Learning through play is at the heart of improvement planning</p>	<ul style="list-style-type: none"> <li>• A detailed action plan has been created that outlines weaknesses, ways to improve and build on current strengths.</li> <li>• CPD/PDP folders have been made and started with each staff member</li> <li>• 2 staff meetings have been organised from September onwards</li> <li>• In-service day has been organised for the 4<sup>th</sup> of October</li> <li>• The in-service day was completed and was beneficial to the team. Areas that were covered:</li> </ul>	

				personal plans, planning, deployment, environments, provocations, invitations to play and transient art.	
<b>How good is our staff team? – 4.3 Staff deployment</b>					
Ensure that children's care, learning and support needs are met, the provider must ensure staffing arrangements are safe and effective to meet the needs of all children in the service.	<ul style="list-style-type: none"> <li>• Training: staff deployment regarding sensible decisions, personal plan, observation and assessment training, provocation, child development and theorists, schemas, nation and local documents and guidance</li> <li>• ASN co-ordinator to receive training</li> <li>• All staff to read and review Thrive ASN guidance</li> </ul>	Immediately implemented and ongoing	<p>-deployment and levels of staff are effective in ensuring high-quality outcomes for children</p> <p>-staff are flexible and support each other to work as a team to benefit children</p>	<ul style="list-style-type: none"> <li>• Training completed during staff meetings and in-service day. Impact is measured through checks through the day, conversations with the staff, looking at their planning and completing their CPD revisit.</li> <li>• SB &amp; MB have both used schemas during their planning and are supporting their key children with their knowledge!</li> <li>• ASN guidance has been sent to all staff to read and complete a training reflection form.</li> <li>• ASNco has received two training opportunities with an ASNco from Boddam to better support their role.</li> </ul>	
Ensure children are effectively safeguarded, the staff and management team should be supported to improve their knowledge of child protection.	<ul style="list-style-type: none"> <li>• Training: Child protection, Chronologies</li> <li>• Contact outside agencies to source child protection training</li> <li>• CI Child protection care inspectorate hub to be included on Inservice day</li> </ul>	Inservice day: 4/10/24	-Children and families benefit from staff that are well trained, competent, skilled and register with the relevant professional body	<ul style="list-style-type: none"> <li>• Child protection was a large part of the in-service day. Ursula, head of the early years, discussed policies and guidance for child protection and discussed real world scenarios for everyone to discuss.</li> <li>• Discussions were also held where we discussed how</li> </ul>	

				we kept our children safe from harm daily	
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