



Danestone ELC Improvement Plan 2024-2025

How Good is our Care, PI

Improvement Outcomes What do we hope to achieve?	Measures of Success How will we know this has been achieved? What evidence will we have?	Actions Required What do we need to do?	Timescales	Resources Who and what is required? (including cost/fund)	R	A	G
Requirement 1							
Staff are knowledgeable about the individual care needs of children and this is used to keep children safe.	Record of meeting will be kept and signed off by all staff and SLT	Individual meetings with all nursery staff to review Personal Plans and Risk Assessments used to support children.	5 July 24	Locality Lead and Nursery Team			
Next Steps	All Personal Plans will be shared with the Leadership Team for Quality Assurance. All chronologies will be quality assured weekly by Nursery Leadership. Minutes of weekly briefings will align with chronologies and SLT samples these weekly/monthly to quality assure.	Personal plans are robust and time is protected for staff to familiarize themselves with these. All staff will review Personal Plans of returners and share strategies for key children. All staff will have allocated admin in the weekly planning and updates to plans/strategies will be shared with wider team through morning briefings. Each child has a chronology which tracks strategies identified to support their needs. These will be updated regularly and staff will be supported to ensure children's needs are being met each day.	19 August 24 27 Sept 24 6 September 24	Nursery Team and Leadership Team Nursery Team and Leadership Team Nursery Team and SEYP			
Hazardous items are inaccessible to children.	Ongoing monitoring by senior staff to ensure standards are maintained. Minutes of Staff meetings and Daily Briefing	Immediate audit of nursery to ensure all hazardous items are out of reach of children. A rota is in place to ensure the nursery toilet areas are checked every hour and regularly throughout the session. Health & Safety will be the first item on all meeting agenda and a review of staff remits and responsibilities to ensure this is a priority for all will take place weekly at staff meetings.	30 May 2024 31 May 2024	Nursery Team and Leadership Team Principal Teacher and SEYP Nursey Leadership Team			

Staff supervise and support children effectively to prevent them coming to harm.	Daily checklists completed as part of the evaluation process for staff and children.	Zoning of nursery, supports effective deployment of staff to supervise and support children’s safety. Daily safety evaluations will be modelled by LLO and supported by senior leaders to evaluate the nursery environment before children arrive.	5 July 2024	Locality Lead and Nursery Team	
	Leadership will review record sheet daily/regularly to quality assure impact.	On arrival, children will then repeat the risk assessment process with a member of the nursery staff.	5 July 2024	Nursery Team and Children	
	Further consultation will all member of the nursery community will evidence impact along with daily monitoring by nursery leaders.	The sign-in sheet will be edited to allow easier record keeping where pupils have had sun cream applied at home. A daily record sheet will be maintained for repeated application and an allocated member of staff will be responsible for this.	3 July 2024	Nursery Team, Children and families	
		A new protocol for Drop off/Pick Up was created with the nursery community which supports the monitoring of adults visiting the setting and the safety of children at these busy times.	3 June 2024	Nursery Team and Children	
	Quality assurance and observations	Coaching approaches have been used to improve staff confidence and competency in supporting children effectively. Individual meetings and on-the-floor coaching was provided to individual practitioners.	5 July 2024	AO Practitioner, LLO and nursery team	
Children are well supervised and not left in play areas unattended.	Nursery leaders will monitor this on a daily basis.	Door alarms must be used to alert staff to any children exiting the space.	5 July 2024	Nursery Team and Leadership Team	
		Use of radios will support the effective deployment of staff to allow for safe movement of children throughout the setting.	5 July 2024		
Next Steps		Update nursery values to introduce ‘Safe’ and involve the children in creating a character to support their understanding of safety and keeping safe in nursery.	Term 3 2024	Nursery Team and Leadership Team	Coin drop to be used to capture family views on values and evaluate if ‘safe’ is a
		Use of care Inspectorate improvement programs to support staff development. This will be planned within the Annual Calendar.	December 2024		

		Early learning and childcare improvement programme Care Inspectorate Hub	May 2025		requirement. Review with children during session and staff on Nov Inset.
A plan is in place to monitor staff practice and further develop staff knowledge and skills to identify risks for children and act when needed	Nursery Annual Calendar will provide an overview of all training and staff development.	Individual coaching for staff to enhance their awareness of monitoring all children by Locality Lead	5 July 2024	Carol Main and Nursery Team	
Next Steps	All training will include a confidence survey for staff and will then feed into Leadership Quality Assurance to evaluate impact.	Training through Health and Safety colleagues of ACC to support staff monitor groups of children in a wide space and assessing risk.	17 & 19 Sept 24	Caroline Duguid and nursery Team	
		A member of the nursery leadership team will quality assure all personal plans. This will include observing the impact of strategies to support children. This will be done through Learning Walks and observations.	Term 1 2024	Nursery Leadership Team	
		CRD sessions with Wellbeing Team to increase staff understanding of behaviour as a form of communication, increase confidence in supporting children effectively and building an effective and supportive staff team.	30 April 2024 14 May 2024 4 June 2024 Nov/Dec 2024	Karen Gebbie Smith (Trainer)	
					Date tbc
Requirement 2					
Children's up-to-date care and support needs are included within their personal plan and staff use this information to effectively support them.	Record of meeting will be kept and signed off by all staff and SLT	All Personal Plans were updated in Term 4 with Key Worker meeting with family members.	5 July 2024	Nursery Team	
	Timetable of coaching sessions	Individual meetings with all nursery staff to review Personal Plans and Risk Assessments used to support children.	5 July 2024	Locality Lead and Nursery Team	
	Minutes of daily briefing will be kept	Specialist staff from ASN service provide coaching opportunities to ensure staff are effectively supporting children using identified strategies.	5 July 2024	ASN EYP and Nursery Team	
	Further consultation will all member of the	Daily briefings highlight changes to identified strategies for individual children.	5 July 2024	Nursery Leadership	
			5 July 2024		

	nursery community will evidence impact along with daily monitoring by nursery leaders	A new protocol for Drop off/Pick Up was created with the nursery community to ensure a warm welcome is received by all visitors to the nursery and children are supported through this transition.			
	Quality Assurance by the Leadership team will monitor the impact of support strategies for children. All personal plans will be signed off by a member of leadership to ensure consistency and, once written, are regularly reviewed throughout the session.	Information within Personal Plan is reviewed regularly with children, families, other professionals and relevant staff. Through this, appropriate next steps and strategies are identified based on individual needs and reflect children's choices and wishes. Next steps and strategies are used by staff to ensure consistency and continuity for all children. Weekly briefings will be used to highlight any updates to the nursery team.	5 July 2024 5 July 2024	Nursery Team and Leadership Team Nursery Team and Leadership Team	
Next Steps	Peer moderation both within the setting and with colleagues from across the authority.	Planned opportunities will be available for staff to development their practice, both internally and across partner settings. In additions, staff swaps will be facilitate to allow professional development of the team specifically on implementing strategies effectively with children.	Term 2 and Term 3	Nursery Team and Leadership Team	Calendar being created for remained of session.
	Evaluate ongoing impact of changes and consultation process through regular review of the improvement plan.	Update of nursery handbook with any new procedures and shared with families. Discussion with children about their experience: things that are going well and any further changes they would like to see. Parent feedback shared with all families SEYP and SLT will quality assure the experience through observation and professional discussion to highlight any further points for improvement. This will continue at the beginning of every term to ensure impact is sustained. Consultation with families and children will also be part of this process.	Term 2 September 2024 Termly 27 September 24, November 24, January 25 and June 25	Nursery Leadership Team SLT and nursery Team Nursery Leadership Team	In progress Ongoing Term 1 review completed

<p>Staff are well informed about the children attending and use this information to provide individualised and responsive care relevant to their needs.</p>	<p>Record of meeting will be kept and signed off by all staff and SLT</p> <p>A log is kept to evidence this and ensure all staff are well informed about children needs.</p> <p>Senior Leaders will monitor these regularly through observations, to ensure they are up to date and used effectively.</p>	<p>Individual meetings with all nursery staff to review Personal Plans and Risk Assessments used to support children.</p> <p>A one-page summary for every child is accessible for all staff to ensure familiarity with children needs. This is also used to brief relief staff about children’s needs. Maintaining this record be the responsibility of the key worker</p> <p>Induction checklists will be reviewed to ensure all new and relief members of staff have accessed relevant information.</p>	<p>5 July 2024</p> <p>5 July 2024</p> <p>5 July 2024</p>	<p>Locality Lead</p> <p>Principal Teacher and Nursery Team</p> <p>Nursery Leadership Team</p>	
<p>Children are provided with warmth, comfort, and compassion</p>	<p>A member of SLT will be at all pick-up and drop-off times to model warm and nurturing interactions.</p> <p>Daily monitoring by leadership team through observations. Formal and Informal feedback from children and families</p> <p>Minutes of meetings and daily briefing ensure staff are kept up to date with relevant information about the children. The impact of these briefings will be observed by the leadership team through interactions with the children and feedback from families.</p>	<p>Children are given a warm welcome when they arrive in the morning and when they move between areas throughout the day.</p> <p>Nursery Staff will work and interact with children at their level this is also modelled by SLT/Locality Lead/ASN EYP and staff provided with immediate feedback if required.</p> <p>Nursery Meetings ensure expectations of staff are clear and individual discussions will take place where issues are observed and informal counselling introduced</p> <p>Additional comfort and care will be provided at moments of distress, if instigated by a child or if needed. Effective strategies are shared at daily briefings e.g. supports provided to children struggling with the transition into nursery in the morning.</p>	<p>5 July 2024</p> <p>5 July 2024</p> <p>5 July 2024</p> <p>5 July 2024</p>	<p>SLT and nursery Team</p> <p>SLT and nursery Team</p> <p>SLT and nursery Team</p> <p>Nursery Leadership Team</p>	
	<p><u>Drop Off/Pick Up</u> Baseline information from sample of parents attending focus group.</p>	<p><u>Drop off/Pick up</u> Parent Forum held to evaluate and improve the Pick-up and drop-off experience for children and families.</p>	<p>June 2024</p> <p>June 2024</p>	<p>SLT and families</p>	

	Feedback from parents, staff and children to refresh process	Discussion with children about their experience and suggestions for improvement		Nursery team and nursery children	
Next Steps	Record of VIPs is kept and photographs are taken to celebrate winners	V.I.P certificates will be awarded to children who demonstrate these values or caring and kindness in their daily interactions. Professional Development sessions will support staff to ensure this is embedded within all interactions moving forward.	December 2024 Term 1	Principal Teacher and SEYP Karen Gebbie Smith	In place but use of these is part of the consultation
Children are well supported in their personal care including when going to the toilet and handwashing.	Updates are shared through daily briefings and impact observed during nursery sessions. Feedback received through daily interactions with families Class observations will ensure the impact of changes for the children	Clear information is recorded in children's Personal Plan to ensure staff are aware of their level of independence for toileting. This is updated as children become more independent and information shared at the morning briefing/communication book so all staff are aware of changes. All staff understand who requires additional support, what that looks like and how we are teaching the children the skills to become more independent. This information will be kept in the one-page guide. New staff/relief staff will be offered training and modelling to ensure they are aware of the correct support to provide for children. Handwashing will be prompted throughout the day by nursery staff who will monitor children to ensure this is done thoroughly. Tissues will be available for children throughout the setting	5 July 2024 5 July 2024 5 July 2024	Principal Teacher Principal Teacher Nursery Staff Team, Leadership Team and LLO	
Requirement 3					
Children are effectively supervised and supported by staff during meal and snack times.	Daily observation by SEYP/SLT. This will be fed-back to staff as part of daily briefings or individually when required.	A new lunchtime protocol has been created to ensure children have an enjoyable and relaxed experience. Staff have consulted on this along with ACC colleagues to identify a more successful routine. All staff will be supported by PT and LLO to implement new routine. A member of staff will be at each lunch/snack table and individual children will have extra support if required. The server will ensure	May 24 5 July 2024	Locality Lead, SLT and Nursery Team Principal Teacher and Nursery Team	

		<p>that all children know where to sit and tables are numbered to help this. The floating member of staff along with all lunch helpers will prompt and support children to wash hands before and after eating. Radios will be used to support safe movement of the children to and from mealtimes</p> <p>Staff deployment supports all children appropriately, ensuring those who require extra support receive this. Areas of the nursery are closed to allow for safe management of lunchtime routines. A rota and deployment schedule allows for this to be monitored.</p>	<p>5 July 2024</p> <p>5 July 2024</p>	<p>Locality Lead and Principal Teacher</p> <p>Principal Teacher and Nursery Team</p>	
<p>Meals and snacks are a time for supporting children's independence, skills and social development and learning.</p>	<p>Daily observation by SEYP/SLT. This will be fed-back to staff as part of daily briefings.</p> <p>Peer observations will support staff in developing their skills in effectively promoting key skills.</p>	<p>Staff promote and model positive interaction while supporting pupils through this routine.</p> <p>Positive interaction between adults and children will support children's language and communication</p> <p>This ensures children have opportunities to support the set-up of lunchtime, make choices about what they eat for lunch/snack and have opportunities to serve themselves.</p>	<p>5 July 2024</p> <p>5 July 2024</p> <p>5 July 2024</p>	<p>Principal Teacher and Nursery Team</p> <p>Principal Teacher and Nursery Team</p> <p>Principal Teacher and Nursery Team</p>	
<p>Area for Improvement 1</p>					
<p>To support children's health and wellbeing, the provider should ensure that children are provided with a warm, comfortable space for sleep and are given the nurturing care to aid rest and relaxation.</p>	<p>Views of children, families and staff will be gathered and used to inform change.</p> <p>Change will be implemented and impact monitored through feedback and observations.</p>	<p>Nursery environment to be reviewed to ensure that a suitable sleep/relaxations space is available for children who need quiet time or a rest. Children, families and staff will plan, develop and implement this change.</p> <p>Additional opportunities for children to have quiet/relaxation time reviewed and build into their daily routines</p>	<p>September 2024</p> <p>September 2024</p>	<p>Nursery Team, Nursery Children and Families</p> <p>Nursery Team, Nursery Children and Families</p>	
<p>Area for Improvement 2</p>					
<p>Children experience high quality play and learning relevant to their age and stage of development.</p>	<p>Classroom observations and learning walks will evidence the impact of the learning environments and</p>	<p>Intentional Planning process are reviewed and collegiate planning routines established. Routines will include opportunities for all staff, children and families to support planning within the nursery setting.</p>	<p>September 24</p> <p>December 24</p> <p>March 25</p> <p>June 25</p>	<p>Nursery Leadership Team</p>	<p>Term 1 planning reviewed and updated</p>

	<p>planning on the children's experiences.</p> <p>Clear assessment guidance and training provided to staff. QA impact on children</p>	<p>Regular evaluation of the learning environment, including the quality of interactions, experiences and spaces and their impact on children's learning.</p> <p>Review approaches to assessment to ensure they are used to effectively to promote all aspects of children's development, learning and wellbeing.</p>	<p>September 24 December 24 March 25 June 25</p> <p>November 24</p>	<p>Nursery Leadership Team</p> <p>Nursery Team, Nursery Children and Families</p>	<p>Term 1 evaluations and QA completed</p>
<p>Staff are knowledgeable and trained in supporting children's learning</p>	<p>A training record will be maintained by all individual staff and for the nursery team. This will include evaluations on the impact of training for the children through Quality Assurance.</p>	<p>Staff's training records will be reviewed along with quality assurance information to ensure development areas are identified and training opportunities are provided. The impact of any training will be assessed.</p> <p>Opportunities will be provided to staff to share good practice through staff meetings and inset day training.</p>	<p>November 24 March 24</p> <p>November 24 March 24</p>	<p>Nursery Team and Leadership Team</p> <p>Nursery Team and Leadership Team</p>	<p>Ongoing and individual coaching in place where required.</p> <p>In place and ongoing</p>

How Good is Our Setting							
Improvement Outcomes What do we hope to achieve?	Measures of Success How will we know this has been achieved? <i>What evidence will we have?</i>	Actions Required What do we need to do?	Timescales	Resources Who and what is required? (including cost/fund)	R	A	G
Requirement 1							
Children are effectively supervised and supported to wash hands following best practice guidance.	Senior staff will monitor this regularly throughout the nursery session.	All staff will support children with gently reminders to wash their hands when required and praise will be offered when this is done independently or when support is given to friends. Staff will ensure that children are follow best practice for handwashing and teaching them why it is important.	5 July 2024	Nursery Team and SLT			
		Handwashing will be included within intentional planning to develop this skill in children. The Glitterbug resource will support children to understand why it is important to support their understanding and development.	5 July 2024	Nursery Team and SLT			
		Children’s Personal Plans will include up to date information about any support they require with care/toileting routines, and this will be known by the nursery team. Individual meetings will ensure this is the case.	5 July 2024	Nursery Team and SLT			
Toilets and hand wash facilities for children are clean, and in a presentable state for children to use.	Senior staff will monitor the use of this rota on a daily basis to ensure standards are maintained.	A staff rota will be used to ensure the toilet areas are checked regularly during the nursery session. When needed they will be cleaned thoroughly to ensure a safe environment for children. In addition to this, nursery staff will check these areas throughout the session to ensure any issues are identified quickly and addressed in a timely manner.	5 July 2024	Nursery Team and SLT			
		Any additional issues identified through SLT monitoring will be addressed immediately and staff updated both individually and through the team daily briefing.	5 July 2024	Nursery Team and SLT			
Staff understand and implement safe and effective infection	Meeting led by SLT will confirm staff have refreshed their knowledge and have a	All staff have refreshed their knowledge of the Care Inspectorate Infection Prevention and Control Policy as well as Danestone Nursery policy. Copies sent to all individuals by email, a copy has been uploaded to the shared drive.	5 July 2024	Nursery Team and SLT			

prevention and control practices.	clear understanding. Daily monitoring will further evidence this. A log is kept by nursery leadership to track which policy have been read and understood.	A hardcopy of Infection Control policies is kept in the nursery floor by the leadership team to ensure that new/relief staff are inducted with procedures and understand how to support children effectively.	5 July 2024	SLT	
Area for Improvement 1					
To support children's developmental needs, and learning the provider should ensure there are appropriate areas, resources and materials to support children's interest, creativity and curiosity.	Quality Assurance of planning by nursery leadership team. Parent focus group and consultation to capture views on use of resources. Pupils observations to assess whether resources are engaging pupils.	A refresh of approaches to planning to support staff development and ensure learning needs of children are consistently met. An audit and reorganisation of resources to ensure a range of contexts are provided to children to promote their curiosity and creativity. Regular opportunities for children to share their views on changes to the environment and resourcing. Planned opportunities for staff to visit other setting.	30 Sept 24 30 Sept 24 Ongoing Term 2 and Term 3	SEYP and Nursery Team SEYP and Nursery Team Nursery Team and children SEYP and Nursery Team	New planning introduced by SEYP Resources evaluated and positive feedback of changes received from children and families Captured for Term 1 and ongoing

How Good is Our Leadership								
Improvement Outcomes What do we hope to achieve?	Measures of Success How will we know this has been achieved? <i>What evidence will we have?</i>	Actions Required What do we need to do?	Timescales	Resources Who and what is required? (including cost/fund)	R	A	G	
Area for Improvement To ensure quality care and experiences for children, the provider should ensure effective quality assurance and self-evaluation is in place. This should include but not limited to:								
Providing meaningful opportunities for staff, children and families to provide feedback that impacts positive changes.	Quality Assurance Calendar Digital feedback and book creator to evidence impact of consultations for children and families. Floor book ensure pupils feedback is captured and used to support improvement. Weekly briefing ensure informal feedback from families is reviewed and changes are made.	Daily opportunities for staff to welcome families into the setting at pick-up and drop-off allow informal, regular feedback to be captured but either key worker or other staff member. Consultation opportunities are designed to ensure nursery community to contribute to improvements and share their feedback. Families will be invited into the setting for planned events in addition to digital alternative provided. Opportunity for children are embedded within intentional planning across each term. Staff meetings are used to engage nursery team in reflections and self-evaluation of changes in addition to planning further improvements.	10.10.24 25.11.24 3.3.25 26.5.25	Nursery Team, families and children	Positive feedback received for Oct and ongoing evaluations			
			Monthly	Nursery Staff and SEYP				In pace and ongoing
			Daily	Nursery Staff and SEYP				In pace and ongoing
Providing consistent support and monitoring of staff practice.	Annual calendar CRD reviews Quality Assurance through Learning Walks and observations	Weekly staff meetings allows for regular and timely feedback to be shared with the nursery team; to promote good practice and highlight any changes. Creating opportunities for peer support both within and out with the setting. CRD calendar to be informed by QA calendar to ensure effective staff development.	Weekly	Nursery Staff and SEYP				
			Term 2 and Term 3	Nursery Staff and SEYP				
			Term 2 and Term 3	SEYP and SLT				

Ensuring that Improvement plan leads to continuous improvement	Fortnightly meeting of nursery leadership team	Review of Improvement Plan to ensure consistent progress. Through this, planned opportunities will be identified for children to regular feed into the nursery improvement and evaluate the impact of changes/developments.	Fortnightly	Nursery Leadership Team	Ongoing
	Floor books and discussion with pupils to capture their views and ideas.				
	Daily interactions with families as well as product of planned sessions e.g. Google form/post-it feedback	Planned opportunities for children and families to feedback on improvement to support the measurement of impact. e.g Focus groups, coffee mornings, Stay and Play sessions or digital opportunities		22 Aug 24 7 Oct 24 3 March 24 26 May 24	Nursery Leadership Team
	Record of Quality Assurance activities aligned which are aligned with Improvement plan and evidences by impact throughout the year	Quality Assurance activities will be linked to improvement agenda to ensure sustained improvement and tacking of impact.	Termly	Nursery Leadership Team	Ongoing

How Good is Our Staff Team							
Improvement Outcomes What do we hope to achieve?	Measures of Success How will we know this has been achieved? What evidence will we have?	Improvement Outcomes What do we hope to achieve?	Timescales	Resources Who and what is required? (including cost/fund)	R	A	G
Area for Improvement: To ensure quality care and the safety of children the provider should ensure that:							
Staff have the skills and experience to provide effective supervision and interactions with children that meets their needs.	Record of meetings supported by SEYP CRD records and regular reviews as part of QA feedback Confidence surveys and comparison with QA data to determine accuracy of self-reflection	Individual staff meetings to review all Care Plans at the beginning of the new session.	6 Sept 24	SEYP and Nursery Team			
		Training needs identified at the end of last session will inform annual calendar for this session e.g. Understanding Behaviour session to continue Health and Safety training on supervising children in a large area	Term 1 17&18 Sept 24	SEYP and Nursery Team			
		Communication/Makaton training to be sources to improve use of this communication support within the setting.	Term 2 and 3				
The staff team communicate well and are deployed effectively.	SEPY daily monitoring Nursery leadership checks Minutes of weekly meetings	Review of staff deployment at the beginning of the new sessions following the change of classes to ensure it meets the needs of children. Changes to rotas and recruitment needs identified and actions.	23 Aug 2024 and daily from this	SEYP and Nursery Staff Team			Ongoing
		Daily staff briefing and communication book ensure staff are kept up to date with change for children and families. Staffroom notice board is used to share daily updated.	Daily	SEYP and Nursery Staff Team			
		Weekly staff meetings include time to reflect on nursery improvement and ensure shared understanding is maintained.	Weekly	SEYP and Nursery Staff Team			