

4 December 2018

Dear Parent/Carer

In September 2018, a team of inspectors from Education Scotland and the Care Inspectorate visited Auchterellon Under Fives. During our visit, we talked to parents/carers and worked closely with the manager and practitioners.

The inspection team found the following strengths in the setting's work.

- Practitioners who have created a welcoming ethos and are developing partnerships with parents and carers to support children's learning.
- Transition arrangements from home and within the setting are managed well to support children and their families.

The following areas for improvement were identified and discussed with the manager and a representative from Aberdeenshire Council.

- Increase practitioners' knowledge and understanding of current approaches in early learning to secure the best outcomes for children.
- Continue to review and refresh the learning environment and resources both indoors and outside to maximise the potential for learning for all children.
- Develop approaches to observing, recording and tracking children's learning to ensure a clear focus on what children need to learn next. This will assist practitioners to plan children's learning more appropriately to their stage of development.
- Improve the process for self-evaluation to enable the manager and practitioners to develop a fuller understanding of continuous improvement. As this develops it will be important to demonstrate the impact of change.

We gathered evidence to enable us to evaluate the setting's work using four quality indicators from [How good is our early learning and childcare?](#) Quality indicators help early learning and childcare settings, local authorities and inspectors to judge what is working well and what needs to be improved. Following the inspection of each setting, the Scottish Government gathers details of our evaluations to keep track of how well Scottish early learning and childcare settings are doing.

Here are Education Scotland's evaluations for Auchterellon Under Fives

Quality indicators	Evaluation
Leadership of change	weak
Learning, teaching and assessment	weak
Securing children's progress	satisfactory
Ensuring wellbeing, equality and inclusion	weak
Descriptions of the evaluations are available from: How good is our early learning and childcare? Appendix 1: The six-point scale	

Here are the Care Inspectorate's gradings for the setting

Care Inspectorate standards	Grade
Quality of care and support	weak
Quality of environment	weak
Quality of staffing	weak
Quality of management and leadership	weak

Requirements/recommendations made by Care Inspectorate for the setting

During the previous Care Inspectorate inspection, the setting had no requirements and one recommendation. From this, one recommendation has not been met. Outstanding issues relating to children's personal plans are carried forward in this inspection. As a result of this inspection, there are four requirements and three recommendations.

Requirements

As a result of our findings the Care Inspectorate issued a letter of concern to the provider on 21 September 2018 informing them of the requirements and the timescales for these to be met.

- To ensure children are kept safe, the provider must ensure the premises are safe and secure by 24 September 2018.
This ensures care and support is consistent with the Health and Social Care Standards which state 'My environment is secure and safe'. (HSCS 5.17)
It also complies with Regulation 10 2 (b) (Fitness of Premises) of the Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulations 2011.
- To ensure children are protected from harm and neglect and that their wellbeing needs are met, the provider must ensure:
 - the manager and staff are knowledgeable and competent in their understanding of protecting children
 - a clear policy and procedure referencing current guidance is in place and that staff understand and follow this
 - the child protection officer is knowledgeable and fully undertakes their responsibilities By 2 November 2018.This ensures that care and support is consistent with the Health and Social Care Standards which state 'I am protected from harm, neglect, abuse, bullying and exploitation by people who have a clear understanding of their responsibilities'. (HSCS 3.20). 'I am protected from harm because people are alert and respond to signs of significant deterioration in my health and wellbeing that I may be unhappy or may be at risk of harm.' (HSCS 3.21). It also complies with Regulation 4.1a (Welfare of Users) of the Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulations 2011.
- To ensure children receive high quality early learning and childcare, are kept safe and their wellbeing needs are met, the provider must ensure they are cared for by trained, competent and skilled management and staff by 7 January 2019.
This ensures care and support is consistent with the Health and Social Care Standards which state 'I have confidence in people because they are trained, competent and skilled, are able to reflect on their practice and follow their professional and organisational codes'. (HSCS 3.14)
It also complies with Regulation 9.2 (b) (Fitness of Employees) of the Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulations 2011.

- To ensure children receive high quality early learning and childcare, are kept safe and their wellbeing needs are met, the provider must:
 - implement a robust and effective quality assurance process.
Promote a culture of continuous improvement by 7 January 2019.
This ensures that care and support is consistent with the Health and Social Care Standards which state 'I benefit from a culture of continuous improvement, with the organisation having robust and transparent quality assurance processes'.
(HSCS 4.19)
It also complies with Regulation 3 (Principals) of the Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulations 2011.

Recommendations

- To ensure children's care and support meet their needs and is right for them, personal plans must be further developed to provide comprehensive and effective information to help ensure staff meet children's needs.
This ensures that care and support is consistent with the Health and Social Care Standards which state that 'My personal plan (sometimes referred to as my care plan) is right for me because it sets out how my needs will be met, as well as my wishes and choices.' (HSCS 1.15)
- To ensure children's dignity and privacy is respected, the manager and staff must ensure children are supported with their intimate care in a dignified way at all times.
This ensures that care and support is consistent with the Health and Social Care Standards which state that 'If I require intimate personal care, this is carried out in a dignified manner with my privacy and personal preferences protected'. (HSCS 1.4)
- To ensure children are kept safe and can understand the impact of risky play, staff must:
 - ensure the outdoor area is secure and safe
 - children are involved in assessing the risks before playing outdoorsThis ensures that care and support is consistent with the Health and Social Care Standards which state that 'My environment is safe and secure'. (HSCS 5.17). 'I am helped to understand the impact and consequences of risky and unsafe behaviour and decisions'. (HSCS 2.24)

A more detailed document called Summarised Inspection Findings (SIF) will be available on the Education Scotland website at:

<https://education.gov.scot/inspection-reports/aberdeenshire/5253810> and the [Care Inspectorate website](#)

What happens next?

As a result of our inspection findings we think that the setting needs additional support and more time to make necessary improvements. We will liaise with Aberdeenshire Council regarding the setting's capacity to improve. We will return to carry out a further inspection of the setting within 12 months of the publication of this letter. We will discuss with

Aberdeenshire Council the details of this inspection. When we return to inspect the setting we will write to you as parents/carers informing you of the progress the setting has made.

A notification from the Care Inspectorate will be sent to the Provider to complete an action plan to address any requirements and recommendations made as a result of this inspection.

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Managing Inspector

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Care Inspector