

27 August 2019

Dear Parent/Carer

In June 2019, a team of inspectors from Education Scotland and the Care Inspectorate visited Achiltibuie Primary School and Nursery Class. During our visit, we talked to parents/carers and children and worked closely with the headteacher and staff.

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

- Children in the nursery and school who are happy, confident and show kindness and respect for each other. They are motivated and excited about learning in their playroom, classrooms, outdoors and beyond in their community.
- Practitioners and teachers who work extremely hard to successfully create a pleasant learning environment for children within the nursery and primary stages.
- The progress children in the nursery have made in their learning since joining nursery.

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

- Improve learning and teaching in the primary stages to ensure that children benefit from consistently challenging and well-paced learning throughout their school experience.
- The headteacher needs to take action to regularly include parents in the life and work of the school so that parents can contribute fully to their child's learning.
- As a matter of importance review safeguarding procedures with a specific focus on providing to staff mandatory annual training updates on safeguarding and child protection, storage and administration of medication, and the conducting of fire drills in line with authority policy. The headteacher requires to attend all mandatory PREVENT training, and ensure that relevant staff receive the training they need to record information on the SEEMIS system.

We gathered evidence to enable us to evaluate the school's work using quality indicators from [How good is our school? \(4th edition\)](#) and [How good is our early learning and childcare?](#) Quality indicators help schools, local authorities and inspectors to judge what is working well and what needs to be improved. Following the inspection of each school, the Scottish Government gathers details of our evaluations to keep track of how well Scottish schools are doing.

Here are Education Scotland's evaluations for Achiltibuie Primary School and Nursery Class

Quality indicators for the primary school	Evaluation
Learning, teaching and assessment	satisfactory
Raising attainment and achievement	satisfactory
Descriptions of the evaluations are available from: How good is our school? (4th edition), Appendix 3: The six-point scale	

Quality indicators for the nursery class	Evaluation
Learning, teaching and assessment	satisfactory
Securing children's progress	good
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 nursery class

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

Requirements/recommendations made by Care Inspectorate for the nursery class

During the previous Care Inspectorate inspection, the setting had three requirements and no recommendations. From these, three requirements have not been met and an additional requirement has been made. As a result of this inspection, there are four requirements.

Requirements

- As a matter of priority, the service should put in place appropriate permanent measures to ensure the safety of the children while they are accessing the outdoor play area.

This is in order to comply with:

- The Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulation, 2011 SSI 2011/210 – Regulation 4(1)(a) Welfare of Service Users. This is to ensure that care and support is consistent with the Health and Social Care Standards, which state that 'My environment is secure and safe'. (HSCS 5:17).

Timescale: by 19 August 2019.

- The manager should ensure that all staff receive regular support and supervision meetings and attend annual staff appraisal meetings to discuss their practice, identify agreed goals and training needs, and identify any action to be taken and by whom. Staff should receive clear written records of these meetings.

This is in order to comply with:

- The Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulation 2011, SSI 2011/210 - Regulation 15(b) Staffing. This is to ensure that care and support is consistent with the Health and Social Care Standards, which state that '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).

Timescale: by 11 October 2019.

- The manager must identify training needs and ensure staff undertake training relevant to their role to ensure that they have the necessary skills and knowledge to undertake their role and to meet the care, welfare and development needs of the children attending. Staff should use what they have learnt to improve practice and outcomes for children.

This is in order to comply with:

- The Social Care and Social Work Improvement Scotland (Requirement for Care Services) Regulation 2011/210 Regulation 4 (1)(a) and Welfare of Service Users and Regulation 15 (a) and (b) Staffing. This is to ensure that care and support is consistent with the Health and Social Care Standards, which state that '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).

Timescale: 11 October 2019

- The manager should develop and implement an effective system of quality assurance to monitor and improve all areas of practice and improve outcomes for children.

In order to achieve this the provider must:

- develop and implement a rigorous quality assurance programme
- implement regular effective support and supervision for all staff
- involve staff in the systematic evaluation of their work and the work of the service
- put clear plans in place for maintaining and improving the service
- ensure the manager effectively monitors the work of each member of staff and the service as a whole.

This is in order to comply with:

- The Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulation, 2011 SSI 2011/210 - Regulation 3 Principles and Regulation 15 (a) and (b) Staffing. This is to ensure that care and support is consistent with the Health and Social Care Standards, which state that 'I benefit from a culture of continuous improvement, with the organisation having robust and transparent quality assurance processes (HSCS 4.19).

Timescale: 11 October 2019

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

<https://education.gov.scot/inspection-reports/highland/5113024>

What happens next?

We will ask The Highland Council for a report on progress with the agreed areas for improvement within one year of the publication of this letter. Taking account of the progress report, we will then decide whether further engagement with the school is required. This may involve another inspection visit. We will write to you again detailing the improvements the school has made and outlining any further action that we intend to take, as agreed with The Highland Council.

Dr Marion Burns
HM Inspector

Patricia Matheson
Care Inspector