

23 May 2017

Dear Parent/Carer

In March, a team of inspectors from Education Scotland and Care Inspectorate visited Chimes Playgroup. During our visit, we talked to parents/carers and worked closely with the manager and practitioners. We gathered evidence to evaluate the quality of leadership and management, learning provision and children's successes and achievements.

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

- The welcoming and nurturing ethos created by practitioners which helps children feel safe, secure and ready to learn. As a result children are motivated, engaged and making very good progress in their learning.
- Commitment and effort of management and practitioners to secure the on-going development of the playgroup and provide a quality service to children and families.
- Use of national guidance to inform improvements to the environment and an increase in the use of natural resources. This is encouraging children to be curious, imaginative and solve problems in their play.
- Learning folios which are attractive and provide a clear overview of progress children are making in their learning. Children are proud of their folios and enjoy sharing the contents with others.

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

- Develop a full understanding of the statutory requirements which the playgroup must engage and comply with. This should include the formation of a management committee that meets the requirements of the playgroup constitution.
- As planned, continue to develop the work of the playgroup to provide a high quality learning experience for young children.

**Quality indicators help early learning and childcare settings, education authorities and inspectors to judge what is good and what needs to be improved in the work of the setting.** You can find these quality indicators in the publication *How good is our Early Learning and Childcare?*<sup>1</sup>. This information informs Scottish Government policy for early learning and childcare.

## Here are Education Scotland’s evaluations for Chimes Playgroup

<b>Leadership of change</b>	<b>good</b>
<b>Learning, teaching and assessment</b>	<b>good</b>
<b>Securing children’s progress</b>	<b>very good</b>
<b>Ensuring wellbeing, equality and inclusion</b>	<b>good</b>

## Here are the Care Inspectorate gradings for the setting

<b>Quality of care and support</b>	<b>good</b>
<b>Quality of environment</b>	<b>adequate</b>
<b>Quality of staffing</b>	<b>good</b>
<b>Quality of management and leadership</b>	<b>weak</b>

During the previous Care Inspectorate inspection, the setting had no requirements and one recommendation, which has been met. As a result of this inspection, there are four requirements and four recommendations.

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1. *How good is our Early Learning and Childcare?* 2016 – [How good is our early learning and childcare?](#)

## Requirements:

- To ensure children's health, safety and wellbeing information is up to date; the provider must update children's records with the parents/carers every six months or sooner if required.  
This is to comply with: The Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulations 2011 (SSI2011/210) Regulation 5(2)(b) Personal Plans  
Timescale for meeting this requirement: By 26 May 2017.
- To ensure children are safe and are unable to leave the building unsupervised, the provider must ensure that all entrances and exits to the building are secure.  
This is to comply with: The Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulations 2011 (SSI2011/210) Regulation 4(1)(a) Welfare of users  
Timescale for meeting this requirement: By 28 April 2017.
- You must demonstrate to the Care Inspectorate that Chimes Playgroup Committee is operating in accordance with its written constitution. If there is no committee in place, you must submit an action plan detailing when Chimes Playgroup Committee will operate in accordance with its written constitution.  
This is in order to comply with Section 53(6) of the Public Services Reform (Scotland) Act 2010.  
Timescale for meeting this requirement: By 14 April 2017.
- To ensure children are safe, the provider must ensure all staff are a member of the Protection of Vulnerable Groups (PVG) Scheme and that they are fit to provide care to children.  
This is to comply with: The Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulations 2011 (SSI2011/210) Regulation 9 Fitness of employees.  
Timescale for meeting this requirement: By 30 June 2017.

## Recommendations:

- To ensure children's health, safety and welfare are promoted; an assessment of children's specific additional support needs should be undertaken detailing how these will be met.  
Reference: National Care Standards early education and childcare up to the age of 16;  
Standard 2 – A safe environment  
Standard 3 – Health and wellbeing  
Standard 4 – Engaging with children  
Standard 6 – Support and development
- To ensure children's health and welfare are promoted, the service should minimise the risk of cross contamination by not wearing their apron while accompanying children to the bathroom to wash their hands prior to snack.  
Reference: National Care Standards early education and childcare up to the age of 16;  
Standard 2 – A safe environment  
Standard 3 – Health and wellbeing

- To ensure the services policies and procedures reflect the practice carried out by staff, the service should review all policies and procedures and amend these accordingly.  
Reference: National Care Standards early education and childcare up to the age of 16;  
Standard 14 – Well-managed service
- To ensure children are kept safe and that parents are fully informed about the use of photographs with social media, the service should develop a clear and detailed policy.  
Reference: National Care Standards early education and childcare up to the age of 16;  
Standard 2 – A safe environment  
Standard 14 – Well-managed service

The letter and more detailed summarised inspection findings will be available on the Education Scotland and Care Inspectorate website at <https://education.gov.scot/inspection-reports/angus/9900217> and <http://www.scswis.com/>

### What happens next?

We are confident that the setting has the capacity to continue to improve its learning provision for young children. As a result of statutory duties not being fully met we will return to carry out a brief visit within one month of the publication of this report. When we return for this visit 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.

Barbara Daly  
HM Inspector

Gary Peattie  
Care Inspector

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