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| **Name of Setting** | Willow Den at Spartans |
| **Vision, Values and Aims** | Vision – Providing more opportunity for children to play and learn outdoors.  Values –   * We value people of all ages, all backgrounds, all ethnicities. * We value our planet and we are accountable for our impact on it * We care about quality we commit to continuous improvement to ensure children and staff enjoy the best outdoor play-based learning experience possible. * We value integrity, we continually strive to do the right thing   Aims –   * To Rewild Childhood * To Improve Health * To be a great place to work * Grow Willow Den so that more children can thrive outdoors. |
| **Context** | We are a fully outdoor setting located in North Edinburgh within Ainslie Park Stadium (Spartans CFA). We are an 18  place nursery for children aged 3 to not yet school age and are accessed mainly by families living in the North Edinburgh area.  We opened in January 2022 and are anticipating our first Care Inspectorate inspection imminently. We have been working to embed our core values into our practice by providing training opportunities for ELC team and to promote and embed professional discussions to enhance communication. As we are a small setting, we have recently had to support the ELC team with the challenge of losing a core member of our small team. We are currently recruiting for one ELC practitioner and have a team of bank staff who are currently covering the position. |

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**Edinburgh Early Years  
Standards & Quality Report   
Improvement Plan   
2023-24**

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| **Summary of Standards & Quality** | | | | | |
| **How good is our Leadership, Management and Staffing?** | | | | | |
| **HGIOELC-**  1.3 Leadership of Change | **CI: Quality Framework-**  3.1 Quality assurance and improvements are well led  4.3 Staff deployment | | | | |
| **Overall statement:**   * Willow Den overall Vision, Values and aims are overall ambitious. * Vision, Values and Aims, specifically for WD at Spartans need to be identified. * Children and families views and opinions are gathered via a bi-monthly Question of the moment and termly newsletters with feedback/comments box. * Self-evaluation has been implemented and embedded within the ELC team. This is our starting point for planning for continuous improvement. | | | | **Progress and impact from last improvement plan:**   * We have provided increased support and training of implementing planning cycle, taking meaningful observations and how to track children’s learning. * Manager audits of observations have been implemented. This enables us to provide meaningful feedback to staff regarding children’s learning and development. * We have improved the way we gather feedback from our families. We use an online form for our bi-monthly questionnaire to parents (Question of the Moment). The questions are open to comments which will hopefully give us more meaningful feedback that we can use as part of our self-evaluation for self-improvement. * Evidence of change and improvement is logged in our self-evaluation floorbook. * Using the Quality Framework, we have been using monthly self-evaluation checks to look at areas of our service to reflect on what is going well, what we need to improve and how we are going to do it. * Childrens Views regarding the questions of the moment are logged within our self-evaluation floorbook, when appropriate and are used as part of our reflection on our service and practice. | |
| **Next Steps:**   * *Quality Assurance Calander to be embedded within the nursery.* * *Vision, Values and Aims specifically for WD at Spartans needs to be identified and created.* | | | | | |
| **How good is our care, play and learning?** | | | | | |
| **HGIOELC:**  2.3 Learning, Teaching and Assessment | | **CI: Quality Framework:**  1.3 Play and Learning  2.2 High Quality Facilities | | | |
| **Overall Statement:**   * New planning cycle was implemented from January 2023. * Within Willow Den we have a framework for play based learning which provides us with a basis for developing our own style of planning. * ELC staff consider their interactions with children daily and reflect on these during our monthly self-evaluation checks. * ELC team are provided with 1 hour 30 mins of protected non-contact time to complete children’s individual observations and planning. | | | | **Progress and impact from last improvement plan:**   * ELC team have been regularly capturing responsive planning and PLODS within the weekly planning and are using a medium-term plan to incorporate intentional planning into this. * Audits from children’s observations highlighted the need for further support in capturing significant learning for individual children. However, these observations have recently been improving and continued support and feedback will take place over the next academic year. * External support from Inspiring Scotland to strengthen knowledge of RtA and the understanding on how the planning/observation cycle meaningfully links together is currently being provided until August 23. | |
| **Next Steps:**   * A clear process for planning for individual children and particularly children with additional support needs to be implemented. ELC team need to be provided with tools and training to improve this area to ensure each child’s needs are identified and met. | | | | | |
| **How good are we at ensuring the best possible outcomes for all our children?** | | | | | |
| **HGIOELC:**  3.1 Ensuring Wellbeing, Equity and Inclusion  3.2 Securing Children’s Progress | | **CI: Quality Framework:**   * 1. Nurturing Care and Support   4.3 Staff Deployment | | | |
| **Overall Statement:**   * All children have personal plans in place before they settle into nursery. * ELC staff support the children well in their personal care and liaise with parents and carers effectively. * Wow book was implemented to record children’s achievements. * Online journals are in place for each child to share observations and progress with families. * ELC team respect the children and support them with compassionate care. * Developmental Milestone Learning Overview has been put in place for each keyworker to use to track progress. * Use of the GIRFC chronology and wellbeing concern forms have been implemented for some children. | | | | **Progress and impact from last improvement plan:**   * We are transitioning to a new online system which includes personal plans (All About Me). This has a clear way to track the “All About Me” forms however we have had some teething issues around parents completing and signing these off. * All of the ELC team have been supported with developing their knowledge of RtA and have used the RtA narrated PowerPoint as a starting point for their professional learning in this area. * Observation trackers have been given to each keyworker to track their key children’s development in each curriculum area. * First cohort of children’s Transitions to Primary 1 were completed and the CEC guidance was used to complete this. Further preparations should be made for next year’s transitions. * Support and consistency for children who are attending blended placements has slowly begun. Manager has been in touch with some other settings to provide continuity for some of these children but not all. | |
| **Next Steps:**   * Wider plan for transitions which includes supporting children coming into Willow Den, transitioning to school/another setting and children attending blended placements. | | | | | |
| **Summary of Quality Indicator Evaluations: *Please populate the table below.*** | | | | | |
| **Self-Evaluation of Quality Indicators:**  **(6 Excellent,5 Very Good, 4- Good, 3 Satisfactory, 2 Weak, 1 Unsatisfactory)** | | | | **Care Inspection Evaluations**  **(6 Excellent,5 Very Good, 4- Good, 3 Adequate, 2 Weak, 1 Unsatisfactory)** | |
| **Date of Inspection: 26.6.23** | |
| 1.3 Leadership of Change | | | 3 | Quality of Care & Support | 5 |
| 2.3 Learning, Teaching & Assessment | | | 2 | Quality of Environment | 5 |
| 3.1 Wellbeing, Equality & Inclusion | | | 3 | Quality of Management & Leadership | 5 |
| 3.2 Ensuring Children’s Progress | | | 2 | Quality of Staffing | 5 |

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| **Improvement Plan 2023-2024** | | | | | | | |
| **Action Plan # 1-Leadership, Management and Staffing** | | | | **Person Responsible:** | | | **Amy McGlinchey**  **(Manager)** |
| Priorities Identified: | ***Supporting our staff team to be fully involved in planning for continuous improvement.*** | | | | | | |
| Outcomes: | ***All staff have a shared vision of what we want to achieve at Willow Den and what we want to provide for our children and families.*** | | | | | | |
| **HGIOELC QIs: *1.3*** | | | | | **Care Inspectorate QIs: *3.1 & 4.3*** | | |
| **Tasks** | | **By Whom** | **How will you measure the impact?** | | **Time-line** | **Review and Impact of Progress:** | |
| * + 1. **Create WD at Spartans Vision, Values and Aims**   1. **Ensure children and families views are captured.**   **2 Embed Quality Assurance throughout the setting with all staff being responsible for parts.** | | **1 All ELC Staff**   1. **Manager** 2. **All children and families.** | * ***Quality of care in the nursery will consistently be of a high standard.*** * ***Staff will be confident and will be able to fully support all children.*** * ***Staff will demonstrate a shared ethos of our rationale for play and learning.*** * ***Gaining feedback from families, children and stakeholders will give us perspective on our service.*** * ***Staff will be confident in discussing our VVA’s*** * ***Children and their families will know what are VVA are for WD at Spartans,*** | | **1 Jan 23**  **2 March 23** |  | |
| **Action Plan # 2-Curriculum and Pedagogy** | | | | **Overall Responsibility** | | | **Amy McGlinchey**  **(Manager)** |
| Priorities Identified: | ***A process for individual planning and planning for children with additional support for learning to be embedded*** | | | | | | |
| Outcomes: | ***All children’s needs are effectively identified and met by confident practitioners who can support each child completely.*** | | | | | | |
| **HGIOELC QIs: *2.3*** | | | | | **Care Inspectorate QIs: *1.3 2.2*** | | |
| **Tasks** | | **By Whom** | **How will you measure the impact?** | | **Time-line** | **Review and Impact of Progress** | |
| * + 1. ***ASL process to be created and embedded.***     2. **Training for all staff in ASL and personal planning**     3. **Introduce the use of the Up, Up and Away document to support children with additional support for learning needs.**   **4. Introduce Early Level Talking Time to support all children within the setting and provide in house training to support this** | | **1Manager/multi-site manager**   1. **All ELC staff/manager**   **3 All ELC staff/manager**  **4 Manager/ELC staff/CC (Speech and Language)** | * ***Staff will be confident using toolkits and documents to effectively plan for individual children.*** * ***Children will have clear plans in place to support their learning and development.*** * ***ELC team will have suitable written strategies in place for children who need additional support.*** * ***ELC team will be able to confidently share strategies and plans with other people involved with the children.*** * ***Early Level Talking Time sessions will take place regularly for all children.*** * ***Children will have clear next steps which directly link to their observations and achievements.*** | | **1 August 23**  **2Jan 24**  **3 September 23**  **4 Jan 24** | * 1. ***Date diarised for 14th July to complete ASL Process***   2. ***Plan to include discussion about personal planning on inset day (4th August) using CI and CEC guidance.***   3. ***Up, Up and Away introduction and training scheduled 15th September.***   4. ***Manager to implement Early Level Talking Time from w/c 18th September*** | |

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| **Action Plan # 3- Ensuring the best possible outcomes for our children?** | | | | **Overall Responsibility** | | | **ELC Practitioners** |
| Priorities Identified: | ***Wider plan for supporting transitions which includes children coming into Willow Den, children transitioning to school/another setting and children attending blended placements.*** | | | | | | |
| Outcomes: | ***Children will be supported in all transitions during their time at Willow Den*** | | | | | | |
| **HGIOELC QIs: *3.1 3.2*** | | | | | **Care Inspectorate QIs: *1.1 4.1*** | | |
| **Tasks** | | **By Whom** | **How will you measure the impact?** | | **Timeline** | **Review and Impact of Progress** | |
| * 1. ***Where we have children who attend a split/blended placement, we will work in partnership with other settings to provide a consistent approach to each child’s learning and development.***   2. **Create a pack of documents/guidance for supporting children who are attending split placements**   3. **Transition process to be reviewed with clear guidance regarding supporting all children in transition**   4. **Create a clear plan for August 24 School Transitions** | | **1 Manager/Keyworkers**  **2 Manager/Multi-site manager**  **3 Manager/ELC team** | * **Regular meetings (In person, TEAMS, phone calls) will take place with other settings to share information and children’s development.** * **Parents will give us consent for this sharing of information.** * **ELC staff are fully prepared to support all new children.** * **ELC staff have effective communication with parents/carers regarding their child’s transition.** * **Transition reports and Developmental overviews are completed and shared with parents in preparation for transition meetings.** * **ELC team plan in advance the experiences they will be offering to support school transitions using CEC transition project information.** | | **1 Jan 24**   1. **Dec 23**   **3 March 23** | 1. **Create** | |

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| Area for Improvement | Year 12021-22 | Year 22022-23 | Year 32023-24 | Comment |
| Growing our nursery’s occupancy and our presence in the North Edinburgh community. | *Promoting our nursery and continuing to host stay and play sessions in the local area.* | *Gathering feedback from current and prospective families to find out local family's views and opinions of the service and how they think we can improve.* | *Continue to work in partnership with our families and gather regular feedback to inform and changes/improvements in our setting* | Our nursery is at full occupancy and other areas of development have been identified for 23/24. |
| Embedding self-evaluation for continuous improvement | Implement our model for improvement.  Introduce self-evaluation for self- improvement floorbook. | Continuing to use our self-evaluation for self-improvement floorbook to evidence our journey. | Introducing and implementing Quality Assurance calendar and all staff to be responsible for areas for this using RtA as guidance. |  |
| Embedding effective planning cycle which allows ELC team to support all children and meets individual needs. |  | Implement a robust planning cycle and provide a framework for child-led play and learning.  Use RtAs Child centred play pedagogy as a basis of our planning. | Embed a clear process to support children with additional support for learning needs which will allow staff to have clear plans and strategies in place for children who need it.  Review transition process to fully support all children who are in transition during their time at Willow Den. |  |
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