

Bathgate Early Years Centre
Quality Improvement Statement and Procedures -

August 2014

AIM;

In line with current local and national policy we will work to ensure that our users can be confident that the service will evaluate what it does and make improvements.

We will achieve this aim by ensuring that;

- Parents are consulted throughout the year and annually surveyed as part of the annual evaluation and review process. The information supplied by parents/ carers contributes to review of SIP and identification of priorities for the next session.
- There is a well planned system for staff induction, mentoring and review in line with local and national advice
- Staff regularly audit the provision and take the views of parents and other agencies/ professionals into account when planning next steps and improving, extending provision.
- Staff hold regular discussions in relation to recording of children's progress, assessment and reporting to parents.
- The HT systematically monitors and evaluates the work of the staff within the nursery using HGIOS 3/ CAC and NCS as the main evaluation tools.
- The HT facilitates opportunity for discussion through regular staff meetings and at weekly curriculum planning sessions.
- The HT monitors staff written plans systematically on a regular basis.
- The HT monitors individual children's Learner's Journey documents at set points throughout the year and facilitates regular opportunities for collaborative reporting between staff.
- Staff also regularly discuss with children as to how we can make improvements to their own learning experiences and environment and in relation to specific individual areas which may arise, e.g. friendships etc

It should also be noted that in addition to the above;

- Through regular newsletters, letters, parental notice boards and more informal daily contact the HT informs parents of policy and procedures for accountability within the nursery WLC and the Care Inspectorate. This is in line with local and national advice.

Staff should note that this policy sits within the context of the WLC Quality Improvement Policy redrafted in 2014

Appendices-QI Monitoring schedule and records.