



Cairndow Community Childcare Policy No.13 **Development Planning Policy**

This policy was drawn up in consultation with *committee and staff of Cairndow Community Childcare Ltd.*

Rationale

A development plan ensures that the centre is responding to external and internal evaluation and that it is moving forward in a positive and constructive way.

The Performance Indicator 7.3 – Planning for Improved Effectiveness – has, as one of its themes, development planning.

To achieve a level 4 performance there should be:

Clear links between aims, evaluation and action. Priorities for development give attention to targets, criteria for measuring success, implementation strategies, timescales, responsible persons, resources, staff development requirements and evaluation procedures. The plan is concise, clearly presented and easy to read. It is reviewed and adjusted regularly.

Aims

- To produce a development plan drawing on priorities from a variety of relevant sources
- To take a systematic approach to self-evaluation and the development planning process

Procedures

As a staff we will address as appropriate:

- National priorities
- Local improvements objectives (these will be identified by the Local Authority)
- Action points from HMIE, the Care Commission and Local Authority quality assurance visits
- Areas of development arising from self-evaluation using Child at the Centre performance indicators

And will ensure

- All staff are involved in the process
- Tasks are identified to the relevant performance indicators
- Consultation with the Local Authority takes place
- The plan is shared with parents and other agencies
- Evidence is gathered to support progress through the plan
- Regular monitoring meetings take place
- A copy of the development plan is sent to the local authority, to support the quality assurance process and enable staff training requirements to be met.

Monitoring and Review

It is the responsibility of the Head of Centre along with the staff to monitor, evaluate and review the above arrangements and to adjust them according to need.