

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015CC014
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<b>Name of Service:</b>	All Aboard, Carrigtwohill Childcare Centre
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<b>Address of Service:</b>	Station Road, Carrigtwohill, Co. Cork
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<b>Eircode:</b>	T45 NP82
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<b>Name of Registered Provider:</b>	Orla Hayes
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<b>Service type:</b>	Full Day, Part Time, Sessional
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<b>Date of Inspection:</b>	03/04/2024
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<b>No of pre-school children:</b>	AM	27	PM	27
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate Administration Building St Mary's Health Campus Gurrabraher Cork
<b>Inspection undertaken by:</b>	D Prendergast
<b>Title:</b>	Early Years Inspector

### Authority to Inspect

The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(J) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).

<b>Conditions if applicable</b>	N/A
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### Description of service

This privately owned, early years service is registered to provide sessional, part time and full day care to children aged 0 to 6 years. However, it currently accommodates children from the age of 10 months. A school age service also operates from the premises. The Early Childhood Care and Education (ECCE) Scheme is facilitated from 9.00am to 12.00pm, each Monday to Friday, over a 38-week annual period and the service is open from 7.30am to 6.00pm daily. A combination of play based and Montessori pedagogy is implemented.

Located in a residential area of Carrigtwohill in Co. Cork, the childcare facility comprises two adjacent buildings. In the main, two-storey premises, there are three operational care rooms; the Creche, which is located on the ground floor and Montessori 1 and 2, which are on the first floor. The ground floor also includes a reception area, a sleep room, a kitchen and sanitary facilities. Additional sanitary facilities and a staff room are accessible on the first floor. Montessori 3 and the afterschool room operate from the adjacent, single storey building, with adjoining sanitary facilities available. A spacious outdoor play environment is provided for the early years children and a second outdoor play space is allocated for use by the school age children.

### Staffing

The service employs 20 staff members, including the registered provider. Eighteen of the adults are involved in the direct care of the early years children. The cook does not work directly with the children who attend the service and one staff member works solely with school age children. In addition, a student was in the process of undertaking a work placement.

### Methodology

Tusla's Early Years Inspectorate is the independent statutory regulator of early years services in Ireland. The Child Care Act 1991 (Early Years Services) Regulations 2016 define the duty of a registered provider to ensure the safety and well-being of children and to comply with these regulations. This Act also gives Tusla the authority to assess compliance with the regulations. The purpose of regulation in relation to early years services is to ensure that the care, safety, and well-being of children attending such services is upheld. Inspections of early years services are planned based on the following:

- Previous inspection history
- Any information received in relation to the service

The findings on inspection are based on:

- Information obtained through examination of documentation
- Direct observation
- Discussion with relevant staff

This inspection was unannounced and focused on the area of governance/ health, welfare and development of child/ safety/ premises and facilities. The inspection may also focus on other areas as required.

Inspection findings are documented in the inspection report which is first issued in draft format to the service with an opportunity to respond to any findings. Where statutory requirements are identified as not being met, the registered provider must demonstrate how they have rectified the non-compliance and will prevent any non-compliance from re occurring. The Corrective Action and Preventive Action plan (CAPA) will be used to inform decisions about compliance with regulatory requirements. Where the registered provider fails to meet the statutory requirements an escalation process may be commenced.

The inspectorate reserves the right to edit responses received for reasons including clarity, completeness and compliance with administrative and legal processes.

The contents of the report are compiled by the inspectorate body.

## Acknowledgments

The inspector wishes to acknowledge the cooperation of the assistant manager, deputy, staff and children who were present on the day of the inspection.

### Part III – Management and Staff

#### Regulation 9 – Management and recruitment

- (1) A registered provider shall ensure that-
- (a) the service has a designated person in charge and a named person who is able to deputise as required,
  - (b) at all times during the period when the pre-school service is being carried on, the designated person in charge or the named person referred to in subparagraph (a) is on the premises, and
- (2) A registered provider shall ensure that each employee, unpaid worker and contractor is suitable and competent taking into consideration the nature of the needs of children, including by-
- (a) consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,
  - (b) consideration of references from reputable sources in the case of a person who has no past employers,
  - (c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and
  - (d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.
- (4) A registered provider shall ensure that, without prejudice to the generality of paragraph (2) and subject to paragraphs (5) and (6), each employee working directly with children attending the service holds at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

#### Compliance Information

- (1)
- (a) The registered provider was the person in charge of operating the early years service. In the event of her absence, an assistant manager was available and deputy persons in charge had also been named.
  - (b) One of the deputies was working at the setting when the inspector arrived and the assistant manager returned within 15 minutes. Either the assistant manager or the deputy were subsequently available to accommodate the inspection process.
- (2) Recruitment records in respect of the 20 adults employed at the service were examined, along with those of a student undertaking work placement.
- (a) Of the 42 required written and validated references, 31 had been provided by past employers, with validation records in place for 24 of these references.

- (b) A further eight of the references were from sources other than previous employers and six of these references had been validated.
- (c) Garda vetting disclosures were in place for the 21 adults. However, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under regulation 23 of this report.
- (d) Police vetting was available for five adults, who had lived outside the jurisdiction for longer than six consecutive months, while over the age of eighteen years.
- (4) A recognised award in Early Childhood Care and Education had been attained by 14 of the adults. One adult held a Letter of Eligibility to Practice and a second had received a Letter of Qualification Recognition, both of which were issued by the Department of Children, Equality, Disability, Integration and Youth (DCEDIY). Qualifications were not required in respect of the cook, the adult who worked solely with school age children, or the student.

## Non-Compliance Information

### (2)(a)(b)

Two written and suitably validated references were unavailable in respect of one adult.

Records of validation were not on file for nine references in respect of five adults.

One of the references was not accepted, as the capacity in which the referee was providing said reference was unclear following review of both the reference and the reference validation.

### (d)

The police vetting in place for one of the adults had not been translated into English by a reputable source of translation, as required.

It was not possible to determine the requirement or otherwise for police vetting in respect of one of the adults, as the adult's curriculum vitae was incomplete.

### (4)

Evidence was unavailable to demonstrate that the award attained by one of the adults met the minimum requirement of a level 5 award in Early Childhood Care and Education, as listed on the National Framework of Qualifications. The documentation presented in relation to a second adult's qualification could not be assessed, as a translation into English was required and the inspector was advised that a final certificate in relation to said qualification was unavailable.

### Corrective & Preventive Action submitted by the Registered Provider

#### Corrective and Preventive Action

(2)(a)(b)

The response received from the person in charge stated that the references have been validated and are up to date. In addition, a new reference has been provided by the employee whose reference was not accepted and it has been validated. As a preventive measure, it will be ensured that references are fully validated prior to an employee or student commencing work or work placement at the service.

(d)

Police vetting has been translated into English by a reputable source. It will be ensured that police vetting is translated into English for future employees. The other adult has updated their CV.

(4)

Confirmation from the DCEDIY in relation to the staff member's qualification, is awaited.

The second staff member has obtained a letter from the relevant college confirming completion of the course and this letter has been translated into English by a reputable source. The course is listed on the *DCEDIY Early Years Recognised Qualifications*. Going forward, it will be ensured that the qualifications completed by staff are recognised by the DCEDIY.

#### Supporting documentation submitted

(2)(a)(b)

Two written and validated references in respect of the adult for whom none were available, nine written and validated references for the five adults, whose references had not been validated and an updated written and validated reference in respect of the adult whose reference was not accepted.

(d)

A copy of the translated police vetting and an updated C.V. for the second adult.

(4)

A copy of the Letter of Qualification recognition from the DCEDIY, in respect of the first adult and a copy of the translated letter, confirming completion of the qualification, in respect of the second adult.

#### Summary Comment

The response from the person in charge was assessed and deemed to meet regulatory compliance with regulation 9.

## Part III – Management and Staff

### Regulation 11 - Staffing levels

- (1) Subject to this Regulation, a registered provider shall ensure that there is at all times an adequate number of adults working directly with the children attending the pre-school service.
- (2) Subject to paragraphs (4) and (5), a registered provider of a full day care service or a part-time day care service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 1 of Schedule 6 opposite a particular reference number specified in column (1) of that Part in respect of the age range of the children specified in column (2) thereof at that reference number is satisfied.
- (8) Without prejudice to paragraphs (2) to (7)-
- (a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,

### Compliance Information

- (1) There was a sufficient number of adults observed to be available to the children during the period of inspection.
- (2) Taking into consideration the age range of the children present in the service and the duration of their stay, the adult to child ratios were maintained in line with the required ratios, as follows:
- Morning:

Room Name and Age Range of Children	Number of Children Present	Number of Adults Present
Creche (1 – 3 years)	12	3
Montessori 1 (3 - 5 years)	15	3

The assistant manager and a deputy were also available. Montessori 2 was not in operation at the time of inspection. Montessori 3 and the afterschool room were occupied by school age children.

Afternoon:

Room Name and Age Range of Children	Number of Children Present	Number of Adults Present
Creche (1 – 3 years)	12	3
Montessori 1 (3 - 5 years)	15	2

(a) The service was operated with at least two adults present at all times, as was evidenced through examination of the staff roster.

## Part IV – Information and Records

### Regulation 16 – Record in relation to pre-school service

(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:

(a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;

(j) details of any medication administered to a pre-school child attending the service with signed parental consent;

### Compliance Information

(1)

(j) Details in relation to the medication administered at the service, were maintained on a digital application. A tablet device was used for this purpose and was presented for review. Written parental consent for staff to administer the medication which had been prescribed for two of the children, was made available.

### Non-Compliance Information

(1)

(a) Photo identification was unavailable for two of the adults who worked at the service.

(j) The five sampled administration records did not include confirmation that a second adult had witnessed the medication administered to the children, as required.

### Corrective & Preventive Action submitted by the Registered Provider

#### Corrective and Preventive Action

- (1)
- (a) The response submitted by the person in charge stated that photo identification is now on file for both adults. It will be ensured that photo ID is on file for all staff members going forward.
- (j) Administration of medicine records now include details of the staff member who witnesses the administration of medication.

#### Supporting documentation submitted

Photo identification in respect of the two adults and a screen shot of a recent administration of medication record, were submitted.

#### Summary Comment

The person in charge has demonstrated that the non-compliances identified under regulation 16 have been resolved.

### Part V - Care of Child in Pre-school Service

#### Regulation 19 - Health, welfare and development of child

- (1) *A registered provider shall, in providing a pre-school service, ensure that-*
- (a) *each child's learning, development and well-being is facilitated within the daily life of the pre-school service through the provision of the appropriate activities, interaction, materials and equipment, having regard to the age and stage of development of the child, and*

#### Compliance Information

(1)(a)

##### Basic needs:

- Up to four daily meal breaks were facilitated for children at the childcare setting; breakfast, a mid-morning snack, a hot lunch and an afternoon snack.
- As the children sat together to eat and drink, a relaxed social environment was apparent and the adults were readily available to provide assistance, as required. Developmentally appropriate crockery and cutlery were available for the children's use in the Creche room and feeding bibs were also worn by the children.

- Drinking water was accessible to the children in both care rooms outside of the designated mealtimes; the children's reusable water bottles were stored on low-level shelves. Children who attended Montessori 1 were also observed to bring their reusable water bottles to the outdoor play area.
- The inspector was advised that staff were continuing with the established practice of undertaking nappy changing at frequent intervals throughout the day and as the need arose. The children who attended Montessori 1 were observed to access the adjacent toilet facility, as needed.
- In the Creche room, the adults had the use of a suitably sized chair, while comforting and caring for the children.
- During discussion, the inspector was informed that most of the children in the Creche room availed of scheduled nap times and that the service works with the children's parents in relation to same. However, if a child were to display signs of tiredness outside of the usual nap time routines, staff stated that sleep would be accommodated, as needed.
- Staff members were observed to offer helpful prompts to the children in relation to handwashing, for example, children were reminded to wash their hands after using the toilet and to pull up their sleeves. Appropriate help with outdoor clothing was also provided by the adults, prior to outdoor play.
- The layout of the care rooms supported the children to move freely within their environments and to actively engage in their chosen tasks. Outdoor games and activities were also observed at the time of inspection.

## Part V - Care of Child in Pre-school Service

### Regulation 22 – Food and drink

*A registered provider shall ensure that adequate and suitable, nutritious and varied food and drink is available for each pre-school child attending the pre-school service.*

#### Compliance Information

- The children’s meal breaks were predominantly catered by the service, which had an onsite kitchen. Parents or guardians of the children who attended the ECCE sessional service provided food for their mid-morning snack.
- On the day of inspection, the children’s mid-morning snacks included bread rolls, ham sandwiches, crackers, yogurts, cheese dips and fruit such as bananas, apples and chopped grapes, with water to drink. Cottage pie with vegetables was served for lunch and the children had an afternoon snack of cheese sandwiches.
- The inspector was informed that some of the children had specific dietary requirements. These requirements were communicated to the designated cook, or to the person responsible for preparing the meals and snacks, in the event of the cook’s absence.
- During discussion, the person in charge advised that a snack would be offered to any child who may become hungry outside of routine mealtimes.

### Part VI - Safety

#### Regulation 23 - Safeguarding health, safety and welfare of child

*A registered provider shall ensure that all reasonable measures are taken to safeguard the health, safety and welfare of a pre-school child attending the service and that the environment of the service is safe.*

#### Compliance Information

##### General Safety:

- An enclosure which combined fencing, walls and secured gates was in place in the main outdoor play area. This reduced the risk of children exiting while unsupervised.
- In the Creche room, a mat was in place underneath the slide used by the children. This helped to reduce the risk of injury to a child.
- Cleaning agents were stored in a manner that was inaccessible to children.
- Fire extinguishers were securely tethered.
- There were no cables accessible to the children.

##### Infection Control:

- Wash hand basins were equipped with liquid soap, paper towel dispensers and pedal operated bins. The children were observed to ensure handwashing before mealtimes and were reminded by adults to wash their hands after using the toilet.
- Photograph labelled, wall hook storage, was provided in the porch for the children's coats and bags.
- The children's toiletries were maintained in labelled cubby shelf storage, in the Creche nappy changing area.
- After the children had finished eating in Montessori 1, tables were sanitised and the floor was swept.
- The cleaning records displayed in the sleep room were maintained up to date.

##### Administration of Medication:

- Medication was not observed to be administered during the inspection.

##### Safe Sleep:

- An appropriate air temperature was maintained in the designed sleep room, while this room was in use by children. A reading of 17.3°C was recorded, which fell within the required range.
- An online application was used by staff members, to record physical checks of sleeping children. Said records reflected 10-minute interval checks in relation to children's colour, breathing and position. The air temperature of the sleep room was also noted.

##### Fire Safety:

- There were no fire safety concerns observed.

### Outing:

- An outing did not take place.

### Non-Compliance Information

#### General Safety:

1. The risk of unauthorised persons accessing the service was not appropriately managed. When the inspector arrived at the premises, the main entrance door and the second inner door were both unsecured. As a result, the inspector was able to gain immediate access to the Creche room, which was adjacent to the entrance area. This issue was also found at the two previous inspections. In the CAPA response that followed the most recent inspection, it was stated that the lock on the main door had been replaced and that the door subsequently closed automatically. However, the risk of unauthorised access remained an issue.
2. The Garda vetting disclosures available for two of the adults were not dated within the previous three years, in adherence to the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.
3. Safe storage of medication was not ensured, which increased the risk of a child accidentally ingesting said medication. Two of the children had been prescribed inhalers and both inhalers were maintained in the children's bags. It was noted that one of the bags was accessible in Montessori 1, during snack time and the second was accessible in the porch, which the children passed through, on the way to the outdoor play area and during arrival and collection times.

#### Infection Control:

The following observed practices increased the risk of cross infection:

4. It was noted that neither the adult nor the child washed their hands following a nappy changing procedure.
5. Warm running water was unavailable at the wash hand basin in the children's sanitary facility, on the ground floor of the main building. A temperature of 11.5°C was recorded. Cold water temperatures may impede effective handwashing. Staff subsequently advised that the warm water tap had been turned off, due to high water pressure.

6. In Montessori 1, the children were observed to eat their afternoon snack directly from the table, as crockery was not provided.
7. One of the cot mattresses in the sleep room was not waterproof, or was not fitted with a waterproof mattress protector, as required to reduce the risk of cross infection.
8. In Montessori 1, the children's perishables were not refrigerated prior to the mid-morning snack. This increased the risk of food spoilage.
9. In the adjacent building, the staff sanitary facility and nappy changing unit within said facility, were used to store a number of items, which included a tent, a mop bucket, three mops, two delivery parcels and a reusable water bottle.

### Safe Sleep:

10. One of the children was observed drinking milk from a bottle, while lying down in a cot, preparing for sleep. This posed as a choking hazard and may also increase the risk of dental caries.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

##### General Safety:

1. In the written response, the person in charge stated that all staff and parents have been directed to ensure that the door is closed securely, as unauthorised access poses a risk to children. Notices have also been placed on the door, as a reminder to parents to ensure that the door is closed securely.
2. Garda vetting for the two staff members have been forwarded. The staff are currently on leave and vetting was due to be obtained before their return to work.
3. Inhalers are now stored in a secure cupboard that is inaccessible to children. Going forward, it will be ensured that all inhalers are stored in a secure cupboard.

##### Infection Control:

4. Staff have been spoken to in relation to correct hygiene procedures, which must be adhered to and will be closely monitored, to ensure high standards.
5. The warm water tap has been repaired.
6. The response received stated that children are now provided with crockery for their snack.
7. A waterproof mattress protector has been placed on the cot mattress.
8. The written reply stated that a refrigerator is available in Montessori 1 and that staff have been reminded to ensure that food is refrigerated, once children arrive at the service.

9. The staff toilet facility has since been cleared and is now free from clutter.

**Safe Sleep:**

10. Staff have been spoken to in relation to safe sleep policies and were advised that children should not be placed in cots with milk bottles.

**Supporting documentation submitted**

**General Safety:**

1. A photograph of the notice displayed on the entrance door.
2. Copies of the updated Garda vetting in respect of the two adults.
3. The statement from the person in charge is accepted as evidence.

**Infection Control & Safe Sleep:**

4. The statement from the person in charge is accepted as evidence.
5. A copy of the invoice from the plumber.
6. The statement from the person in charge is accepted as evidence.
7. A photograph of the waterproof mattress protector.
8. 9. & 10. The statements from the person in charge are accepted as evidence.

**Summary Comment**

Based on the evidence submitted and the statements from the person in charge, regulatory compliance is determined to have been met.

**Part VI - Safety**

**Regulation 28 - Insurance**

*A registered provider shall ensure that the pre-school service is adequately insured.*

**Compliance Information**

Adequate insurance was noted to be in place. The service was covered to provide full day care for up to 85 children to attend.