

TUSLA REGULATORY INSPECTION REPORT

TUSLA Identifier: TU2015CC040

Name of Service: Ballygroman Day Care Centre

Address of Service: Ballygroman, Lower Ovens, Co. Cork

Email Address: ballygromandaycare@yahoo.co.uk

Name of Registered Service Provider: Ms Linda O Callaghan

Type of Service Registered:	Full Day Care	✓
	Part-Time	✓

Date(s) of Inspection: 1 8 0 5 2 0 2 1

No of Pre-School Children present during Inspection: AM 25 PM 14

Address of the Early Years Inspectorate: Early Years Inspectorate, Tusla, Admin Building,
St Marys Health Campus, Gurrabraher, Cork

Inspection undertaken by:
C. Stokes, Early Years Inspector.
D. Prendergast, Early Years Inspector.
B. Cloney, Lead Inspection and Registration Manager

Areas which were the subject of this Inspection		
Governance	Health, Welfare and Development	Safety

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).

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Conditions If Applicable

Not Applicable

<p>Description of Service</p>	<p>Ballygroman Day Care Centre was first notified in 1999. It is a privately operated full day care service that also caters for children attending the Early Childhood Care and Education Scheme (ECCE) and school going children. It provides care to children aged 4 months upwards. The service is currently registered to cater for 40 children. The hours of operation are 07.30 hours to 18.00 hours Monday to Friday.</p>
<p>Premises</p>	<p>The service is carried out in a detached 2 storey building that was adapted as a childcare service. The premise is located adjacent to the registered provider's private residence in a rural area in Lower Ovens, Co. Cork. There are 3 playrooms namely the Baby room, the Montessori room and the Upstairs Toddler room. There is a designated Sleep room adjacent to the Baby room. There is a large outdoor play area provided to the front and side of the service.</p>
<p>Staffing</p>	<p>The registered provider is based in the service and does not work directly with the children and is not allocated to any playroom. All adults have a major award in Early Childhood Care and Education except one adult who acts as a float and this adult has signed the Grandfathering declaration which stated they intended to retire from employment before 1st September 2021.</p>
<p>Methodology</p>	<p>Tusla's Early Years Inspectorate (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.</p> <p>The findings on inspection are based on;</p> <ul style="list-style-type: none"> • Information obtained through examination of documentation • Direct observation • Discussion with relevant staff <p>This inspection was unannounced and focused on areas of Governance, Health, Welfare and Development of Child and Safety. Inspections may also focus on other areas as required.</p> <p>The inspection process has been amended to minimise the amount of time that inspectors spend in the service.</p> <p>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.</p>

<p>Additional Information</p>	<p>In January 2021, the following condition was attached to the registration of this service until July 2021.</p> <p>Part 111, Article (9)(7) Child Care Act 1991 (Early Years Service) Regulations 2016 & Part 1V, Article (23) Child Care Act 1991 (Early Years Service) Regulations 2016.</p> <ol style="list-style-type: none"> 1. The registered provider must ensure that all reasonable measures are taken to identify and promptly address any matters that would negatively impact on the safety and wellbeing of the children in attendance in the service. 2. A staff supervision template to outline the standing agenda items to be discussed, and show how a record of the regular meetings will be kept by the registered provider. 3. Evidence of measures taken to ensure staff infection control practices continue to meet the requirement of the regulation, in regard to hand washing practices and child feeding practices, in particular. 4. Evidence of ongoing measures to ensure safe medication management in line with the requirement of the regulations; that any medication received in the service is stored and administered correctly, in line with written guidance from medical practitioners. <p>Compliance to these conditions were assessed on this inspection.</p>
<p>Acknowledgements</p>	<p>The Inspectors and Lead IRM wish to acknowledge the cooperation of the Registered Provider, Person in Charge, staff and children who were present on the day of the inspection.</p>

GOVERNANCE

Part III - Management and Staff

Regulation 9 - Management and Recruitment

- (1) A registered provider shall ensure that—
- the service has a designated person in charge and a named person who is able to deputise as required,
 - 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
 - there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.
- (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—
- consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,
 - consideration of references from reputable sources in the case of a person who has no past employers,
 - 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
 - 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.
- (6) Paragraph (4) shall not apply before 1 September 2021 to a person who—
- has signed a declaration on or before 30 June 2016 to the effect that he or she intends to retire from employment in a pre-school service before 1 September 2021, and
- (6A is inserted by S.I. No.632 of 2016 CHILD CARE ACT 1991 (EARLY YEARS SERVICES) (AMENDMENT) REGULATIONS 2016 which states; Regulation 9 of the Child Care Act 1991 (Early Years Services) Regulations (S.I. No. 221 of 2016) is amended - in paragraph (4), by the substitution of "paragraphs (5), (6) and (6A)" for "paragraphs (5) and (6)", and (b) by the insertion of the following paragraph after paragraph (6): "
- (6A) Paragraph (4) shall not apply to an employee of a registered provider where - (a) the registered provider receives funding for the employment of the employee pursuant to a scheme funded by the Minister and known as the Access and Inclusion Model, and (b) the employment of the employee is for the purpose of providing support, pursuant to the scheme referred to in subparagraph (a), for a child attending the service to enable the child to participate in the programme known as the Early Childhood Care and Education (ECCE) funding Programme."
- (7) A registered provider shall ensure that all employees, unpaid workers and contractors are appropriately supervised and provided with appropriate information and where necessary training, including in relation to the following:
- the policies, procedures and statements of the service specified in Schedule 5;

Compliance Information:

- (1)(a) The registered provider was the named person in charge of operating the service.
- (b) In addition to the registered provider there was both a person in charge and a deputy person in charge in the service and both were present on the day of inspection

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	<p>(c) There was an organisational chart displayed in the service which clearly set out the</p> <p>(2) (a)(b) Two written and appropriately validated references were available for all staff members</p> <p>(c) A completed record of vetting from the National Vetting Bureau was available for all adults.</p> <p>(d) Police vetting from for adults who had resided outside of the Irish jurisdiction was available for five adults.</p> <p>Curricula Vitae and proof of identification in the form of driving license or passport were available in respect of all of the adults working in the service.</p> <p>(4) A certificate of qualification in Early Childhood care and education at level 5 or above or an equivalent qualification on the National Qualification framework was on file for the six adults employed.</p> <p>(6)(a) One of the staff employed by the service had signed a declaration stating that they intended to retire from employment before 1st September 2021.</p> <p>(6A) Not applicable. There were no staff employed in the service under the Access and Inclusion Model.</p> <p>(7) The registered provider and person in charge provided supervision and training for staff employed in the service.</p> <ul style="list-style-type: none"> • Staff meetings were held in the service weekly and staff training was provided as part of these meetings fortnightly. • There were files available in the service to demonstrate that staff receive 1:1 supervision and support on a bimonthly basis. • There was documented staff training in relation to the revised policies and the COVID-19 specific measures introduced prior to returning to the service and a staff member was named as the COVID 19 lead staff representative.
<p>Non-Compliance Information:</p>	<p>(7) Staff were unclear in relation to accommodating the sleep requirements for children aged over 2 years. The registered provider advised that a low level bed and linen were accessible, should this be required. However, staff were unaware that such sleep equipment was available within the service. This lack of communication increased the risk that a child's need for rest would not be met, an issue which was also found at the inspection on 19/09/2019.</p>
<p>Corrective & Preventive Action submitted by the Registered Provider</p>	<p>Corrective Action</p> <p>The registered provider advised that the sleep policy has been revised and staff have been trained in the new policy.</p>

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Regulation 9 - Management and Recruitment

	<p>Preventative Action The registered provider stated that training on the sleep policy would form part of staff induction.</p> <p>Evidence Photographic evidence of the sleep requirements signed off by staff was submitted to the Offices of the Early Years Inspectorate on the 10.08.21.</p>
Summary Comment:	The response and evidence submitted was assessed and deemed sufficient to meet the regulatory requirements of Regulation 9 (7).

Part III - Management and Staff

Regulation 10 - Policies, Procedures etc. of Pre-school service

A registered provider of a pre-school service shall ensure that the written policies, procedures and statements specified in Schedule 5 are in place for the service.

Compliance Information:	The registered provider ensured that the written policies, procedures and statements specified in Schedule 5 were in place. These policies, procedures and statements had been updated to take account of the changing practices due to COVID-19. These were available in hard copy to adults working in the service and to parents. The policies were signed by staff and dated with a review date.
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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) A sufficient number of adults were observed to work with the children who attended the service.
- (2) At the time of inspection, the adult to child ratios were in adherence to the requirements of regulation. The rooms were in operation as follows:

Morning:

Room Name and Age Range of Children	Number of Children Present	Number of Adults Available
Pre-School (3 – 5 years)	15	2
Toddler (2 – 3 years)	7	1 + 1 floater staff
Baby (1 - 2½ years)	3	2

Between 07:45am and 08:15am, 2 children from the Toddler room, aged 2 to 3 years and up to 5 school age children were accommodated in the Pre-School room, under the supervision of 2 adults.

Afternoon:

Room Name and Age Range of Children	Number of Children Present	Number of Adults Available
Pre-School (3 – 5 years)	4	2
Toddler (2 – 3 years)	7	1 + 1 floater staff
Baby (1 - 2½ years)	3	2

- (8)
- (a) There were at least 2 adults available on the premises throughout the duration of the inspection.

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.*
 - (h) *details of attendance by each pre-school child on a daily basis;*
 - (i) *Details of staff rosters on a daily basis.*
 - (j) *details of any medication administered to a pre-school child attending the service with signed parental consent;*
 - (k) *details of any accident, injury or incident involving a pre-school child attending the service.*

Compliance Information:

- (1)
 - (a) There was a curriculum vita on file for all staff detailing their qualifications and previous work experience.
 - (h) A sample review of child attendance records was undertaken in respect of the Pre-School room and said records were found to have been maintained up to date. It was also noted that children were checked in promptly, upon their arrival at the service.
 - (j) Staff rosters were available in the service which demonstrated the staffing in each playroom, start and finish times as well as cover for breaks.
 - (k) A file was kept where all accidents and incidents involving children were recorded. These were signed by the staff member and counter signed by the child's parent.

HEALTH WELFARE & DEVELOPMENT OF CHILD

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—
- 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
 - appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.
- (2) A registered provider shall ensure that no corporal punishment is inflicted on a pre-school child whilst attending the service.
- (3) A registered provider shall ensure that no practices that are disrespectful, degrading, exploitive, intimidating, emotionally or physically harmful or neglectful are carried out in respect of a pre-school child whilst attending the service.

Compliance Information:

(1)(a)

BASIC NEEDS:

- The service provided breakfast, as required, snacks and a hot meal for the children who attended part time or full day care.
- In the baby room, the children were all over 1 year of age. Snack was observed at 10.15am, lunch at 12 noon and snack at 3pm. Snacks and meals were served appropriately on child sized crockery with suitable cutlery. Babies had their own sippy cups/beakers stored in the fridge and individually labelled.
- On the day of inspection, the morning snack was crackers and cheese spread with milk as a drink; lunch was beef curry with rice and frozen vegetables, followed by banana and yoghurt for dessert. Water was served as a drink with lunch. The babies and older children were observed to really enjoy their lunch and dessert.
- Children attending the ECCE Scheme were served snacks, which had been provided by their parents/guardians. Examples included a wide variety of fruit, carrot sticks, filled sandwiches, crackers and cold meat.
- Mealtimes were observed to take place in a calm, unhurried environment, with children afforded sufficient time to enjoy their food.
- In the Pre-School room, children had access to their own re-usable water bottles throughout the day.
- Older children were encouraged to use the toilet independently and adults provided verbal reminders and prompts in relation to handwashing.
- Children in the Pre-School room were noted to brush their teeth after eating their main meal and this self-care task was supervised by one of the adults.
- Adults cleaned the children's faces in the baby room after meals/snacks.

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- Children in the baby room washed their hands before and after meals and snacks and the adults were sensitive to facilitating the hand hygiene.
- All children in the baby room were in nappies and the adults regularly changed and disposed of the soiled nappies immediately to the outdoor bins. Nappy changing was interactive for the children, as the adult spoke gently and with encouragement to them.
- Adults gave great care and attention to the personal cleanliness of the babies through frequent hand washing, and children were observed to brush their teeth after lunch.
- Sleep time at 1pm was a calm and relaxing routine for the babies.
- The children in the baby room enjoyed free movement with space indoors and outdoors.
- During outdoor play for the Baby and Toddler room, adults applied sun screen to the children and provided them with sun hats.
- All of the children who attended the service had an opportunity to engage in outdoor play and activities, on the day of the inspection.

SUPPORTING RELATIONSHIPS AROUND CHILDREN:

- A key worker system was in place and adults stated that developmental observations were undertaken at least once per month. A subsequent review of these records demonstrated that said observations included provision for follow on activities, as a means of providing continued support for children in achieving developmental milestones.
- During observed circle time activities in both the Pre-School room and the Toddler room, adults regularly shared plans for upcoming activities with the children, in order to help them to prepare for transitions.
- Methods of communication with parents included brief conversations at arrival and collection times, phone calls and a messaging application. The manager also advised that email addresses had been set up, in respect of each care room, as an additional point of contact and for the purpose of information sharing.
- The adults confirmed that weekly staff meetings were held to support staff and interactions in the team. This practice was evidenced through the availability of corresponding written records.
- A two-way radio system was in place within the service, which enabled instant communication between adults, for example, regarding the arrival of children.
- The adults demonstrated that they held both the children and their families in high regard by the way they interacted with the children and in the regular communication with their parents. The manager sends a weekly

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email to parents on updates in the service and parents are free to call the service to discuss any concerns with the manager or caregivers or meet face to face in the outdoors at any time.

- The adults provided a good language role model throughout the day, despite English not being the first language of the adults in the baby room.
- Adults encouraged children's ideas, suggestions and efforts by listening to the children and encouraging the children to talk about what they were doing in the baby room.
- The adults in the baby room interacted through smiles, words of encouragement, listening, affectionate touch and gentle holding of the babies to encourage their efforts to learn and communicate.
- The adults welcomed the children on arrival and sang a welcome song. The babies were also shown photos of themselves to help with settling in.

PHYSICAL AND MATERIAL ENVIRONMENT:

- Appropriate, child-sized furniture and sufficient quantities of age appropriate materials and resources, were available in each of the care rooms. In the Toddler room, interest areas featured equipment such as a fully furnished dolls house, a well-stocked shop stall, dolls, buggies, shape sorters, dress up clothes and accessories, threading materials, and a tool bench with play tools. Children in the Pre-School room had access to a variety of jigsaws, a well-stocked play kitchen, plastic bricks, hand held vehicles, animal figures, connectable shapes and art and craft materials. Additional materials were stored in an adjacent store room and rotated as required.
- The care rooms were decorated with children's artwork, family photographs, birthday displays and weather charts.
- The outdoor area had been refurbished since the previous inspection, to include sheltered structures over the main entrance area and within the children's outdoor play space. This play area had also been partitioned for use by the various play pods. Available equipment included ride on toys, see saws, sand play, blackboards, hand held vehicles and a climbing frame with a slide.
- The environment of the baby room was spacious and most of the play materials and toys were within reach of the children.
- The baby room had a soft area for babies to play, climb and move about safely as all the children were walking.
- The children attending the baby room had a designated outdoor play area equipped with sand/water play and their own toys including ride on toys etc. and an 'open playhouse'.

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- Generally messy play took place in the outdoor area, as there was particular emphasis on use of the outdoor area for children in the baby room.
- Photos of children with their hand prints were on display together with a photo display of the weekly activities in the baby room.

PROGRAMME OF ACTIVITIES:

- In the Pre-School room, curriculum themes for the current week had been incorporated into the written daily plans, which were available in the care room. Themes included the continent of Africa and the season of summer and were observed in practice during circle time, as learning from the previous day was discussed and children joined the adults in singing a song about the continents.
- Throughout the day, children were noted to participate in a range of activities which promoted learning in key developmental areas. Examples included both structured and child led movement and exercise, messy and sensory play, imaginary play and fine motor based activities, such as mark making and working with jigsaws and connectable shapes.
- Alternative resources were available and accessible for children who did not wish to partake in scheduled activities.
- Weekly activity planning was available for inspection which included a variety of types of play in the baby room.
- Singing, reading, dance and rhymes were observed for language development in the baby room.
- The babies had free choice of toys and play materials in the baby room and had opportunities to play together and independently.
- The children's interests for the emergent curriculum and children's milestones were recorded by the adults for planning and sharing with parents/guardians. These observations are recorded monthly on a pre-prepared template and linked explicitly to the weekly plans for the babies.

- (1)(b) Appropriate and suitable care practices were in place given the age, stage of development and needs of the children.
- (2) No corporal punishment was used in the service. The service had a positive behaviour management policy and all staff were inducted and trained in the service's positive approach to managing challenging behaviour.
- (3) No practices that were degrading, humiliating, disrespectful, exploitive, intimidating, emotionally or physically harmful or neglectful were used in the service. The inspectors observed friendly, supportive, warm and professionally appropriate interactions between adults and children in their care.

Part V – Care of Child in Pre-school services

Regulation 20 – Facilities for Rest and Play

- (1) *Subject to this Regulation, a registered provider shall ensure that—*
- (a) *having regard to the number of pre-school children attending the service, their respective ages and the amount of time they spend on the premises, there are adequate and suitable facilities for each child to play indoors and, where required by these Regulations, outdoors, during the day, and*
 - (b) *there are adequate and suitable facilities for a pre-school child to rest during the day, and in the case of an overnight pre-school service, during the day and the night.*
- (3) *A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph (2) applies, shall ensure that—*
- (a) *a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises, or*

Compliance Information:	<ul style="list-style-type: none"> (1) (a) The care rooms were adequately equipped for indoor play. A number of defined interest areas were in place and a range of developmentally appropriate materials were accessible to children. (b) There was adequate sleep facilities for children under two years to rest in the designated sleep room adjacent to the baby room. Each child had their own cot. There were six cots in place. (3) (a) A fence-enclosed outdoor play area was available beside the premises. This was divided into a number of smaller areas, for the designated use of the various age groups attending the service.
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Part V – Care of Child in Pre-school services

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 registered provider ensured that adequate, suitable, nutritious and varied meals and drinks were provided to the pre-school children in attendance. There was a record in place for the meals, drinks and snacks offered to the preschool children.
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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:

- Restrictive opening devices were in place on low lying cupboards. This reduced the risk of children accessing hazardous items throughout the care rooms.
- The entrance gates were secure when not in use. This practice minimised the risk of unauthorised access.

INFECTION CONTROL:

- Two new sinks had recently been installed in the outdoor area, to facilitate handwashing upon arrival at the service and following outdoor play. Good handwashing practices were observed at key intervals throughout the inspection period. This included upon arrival into the Toddler room, before mealtimes, after using the toilet, after outdoor play and after messy play activities. This was facilitated by the availability of warm running water, liquid soap, disposable paper towels and pedal-operated bins at each of the wash hand basins.
- In the Pre-School room, children's perishable foods were refrigerated upon their arrival. This reduced the risk of food spoilage.
- Cleaning of high frequency contact points, such as door handles and table top surfaces was observed. The relevant cleaning records in relation to the care rooms and the adjoining sanitary areas were displayed and maintained up to date.
- Ventilation of the care rooms and sanitary facilities was ensured through a combination of open windows and mechanical ventilation.
- A store room located adjacent to the Pre-School room, had been identified for use as the designated isolation area, should this be required to separate an adult or child who may present with symptoms of Covid-19. A supply of personal protective equipment (PPE) was readily accessible in this area.
- Adults encouraged correct respiratory etiquette by reminding children to use the available supply of tissues and by ensuring that handwashing was subsequently undertaken.

ADMINISTRATION OF MEDICATION:

- The administration of medication was not observed at the time of inspection. However, it was established that one child who attended the service required medication to be available onsite. An emergency care plan to this effect was clearly displayed in the relevant care room and contained the necessary information. This included the child's name, photograph and date of birth, the name of the medical condition and the associated

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	<p>symptoms. The written care plan also identified the storage location of the medication, along with the directions for administration and emergency contact numbers.</p> <p>SAFE SLEEP:</p> <ul style="list-style-type: none"> • Children attending the Pre-School room and the Toddler room were not observed to rest or sleep at the time of inspection. • Suitable rest areas, with adjacent book displays, had been incorporated into the Pre-School room and the Toddler room, should the children attending wish to avail of a rest period. <p>FIRE SAFETY:</p> <ul style="list-style-type: none"> • Fire exits were maintained free from obstruction during the inspection period. • Fire extinguishers were securely wall mounted.
<p>Non-Compliance Information:</p>	<p>GENERAL SAFETY:</p> <ol style="list-style-type: none"> 1. There was evidence of water pooling on sections of the outdoor surfacing, which posed as a slip hazard. During outdoor play, a child was observed to lose their balance and almost fall over when playing in the area where the water had accumulated. 2. Children had access to a cable from an electronic device, in the Toddler room. This posed a risk of strangulation to a child. 3. In the Toddler room, there was a large crack on one of the containers, which was used to store play tools. This increased the risk of a child sustaining a pinch injury. It was acknowledged that the staff member removed the box, once this was brought to her attention. 4. The surface temperature of the radiator in the baby room measured 61 degrees Celsius on two occasions (at 10.20 and 10.30am), on a third occasion it measured a safe temperature. However, the surface temperature of the radiators must not exceed 50 degrees Celsius. 5. The temperature of the water in the sink in the nappy changing area exceeded a safe temperature for hand washing for children. It measured 48 degrees Celsius, however, it should not have exceeded 43 degrees Celsius to prevent a risk of scalding. 6. Sharp corners on the radiator posed a risk of injury to the children in the baby room, while the adults had mitigated the risk by placing play kitchen materials beside the corners, this was inappropriate to ensure the safety of the infants in this room.

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INFECTION CONTROL:

7. A blanket that had been tacked to the floor of a rest area in the Toddler room, was visibly dirty and required laundering. An adult confirmed that the blanket had not been laundered. This increased the risk of cross infection.
8. On the day of inspection, the stairs were observed to be dusty and a build-up of dust was observed in the light fittings in the baby room. All surfaces including communal areas and light fittings must be thoroughly cleaned so as to prevent the spread of infection.
9. Loose tiles were observed in the nappy changing area, this requires immediate attention as loose tiling may not be easily cleaned and can lead to the spread of infection.
10. One of the nappy changing units was unsuitable for use as it was a converted portable baby bath with a table cloth and piece of wood covering the cut-out for the bath. This unit had so many layers as to make adequate cleaning very difficult which may lead to an increased risk of cross-infection.

SAFE SLEEP:

11. Cots in the sleep room off the baby room were situated too close together. The distance between cots must be 50 cm to limit the spread of infection. The distance of 45cm was observed between 4 cots.
12. Three of the sheets on the cots were ill-fitting which may pose a safety risk to the children using the cots.
13. An unsecured cable was observed in the sleep room which may pose a risk to the safety of the children. The cable had been taped over however the tape was lifting so as to make it accessible to the children.

Corrective & Preventive Action submitted by the Registered Provider

CORRECTIVE ACTION

The registered provider proposed the following corrective actions in response to the issues of non- Compliance in the response to the inspection;

GENERAL SAFETY:

1. The outdoor cleaning practices have been updated to include sweeping away surface water. The cleaning records have been updated to reflect this.
2. Electrical sockets have been taped over so that they are not available for use.
3. The cracked storage contained was removed.
4. A radiator cover was purchased.
5. A thermostat has been installed to control the temperature of the water.
6. Safety wraps have been purchased to cover sharp corners.

INFECTION CONTROL:

7. A wipeable surface is now in place in the rest area.
8. A new weekly rotating cleaning schedule is in place for staff. Lights were cleaned and will be maintained by monthly cleaning.
9. The tiles in the nappy changing area have been secured to the walls.
10. A new wall mounted nappy changing unit is now in place.

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SAFE SLEEP:

11. Cots were repositioned to 50cm apart.
12. Ill-fitting cot sheets were removed.
13. The cable was re-taped and secured.

PREVENTIVE ACTION

The registered provider advised the following measures in response to the issues of non- Compliance in the response to the inspection;

GENERAL SAFETY:

1. Staff check the playground each morning for surface water.
2. The tape on the electrical sockets to prevent their use will be maintained.
3. The cracked storage container was replaced and staff will check regularly for breakages.
4. The radiator cover will prevent risk of injury.
5. Staff will check the water temperature daily and maintain a record of it.
6. Staff will maintain and check the safety wraps daily.

INFECTION CONTROL:

7. Staff will clean the rest area daily.
8. Staff will sign off on their cleaning as part of the new schedule.
9. Staff will check the tiles in the nappy changing area daily.
10. Staff will maintain the nappy changing area.

SAFE SLEEP:

11. Markings on the floor to indicate cots being 50 cm apart are now in place.
12. Staff will check and ensure that sheets adequately fit the cot mattresses.
13. Staff will ensure the cable in the sleep room is secured.

EVIDENCE SUBMITTED

The registered provider submitted the following evidence in response to the issues of non- Compliance in the response to the inspection;

GENERAL SAFETY:

1. Photographic evidence of the swept and dry outdoor area was submitted, together with evidence of the updated cleaning record for the outdoors.
2. Photographic evidence of the electrical sockets with tape over them to prevent their use was submitted as evidence that no electrical cables are a danger to children.
3. Photographic evidence of a new container was submitted.
4. Photographic evidence of purchase of the radiator cover was submitted.
5. Photographic evidence of a thermometer measuring the water temperature was submitted.
6. Photographic evidence of the order for radiator covers was submitted to document that sharp corners on the radiators will be covered.

INFECTION CONTROL:

Part VI - Safety

Regulation 23 - Safeguarding Health, Safety and Welfare of child

	<p>7. Photographic evidence of the rest area was submitted.</p> <p>8. Photographic evidence of the new cleaning schedule was submitted.</p> <p>9. Photographic evidence of the tiles in the nappy changing area was submitted.</p> <p>10. Photographic evidence of the new wall mounted nappy changing station was submitted</p> <p>SAFE SLEEP:</p> <p>11. Photographic evidence of the cots in the sleep room was submitted.</p> <p>12. Photographic evidence of appropriately fitted cot sheets was submitted.</p> <p>13. Photographic evidence of the taped over cable in the sleep room was submitted.</p>
Summary Comment:	The response from the registered provider and evidence submitted was assessed and accepted with compliance established at the next inspection.

Part VI - Safety

Regulation 24 - Checking in and out and record of attendance

<p>(1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.</p> <p>(2) Where there are more than 15 children attending a pre-school service in a drop-in centre, the registered provider shall ensure that one employee or unpaid worker is assigned responsibility for the checking in and out of children.</p> <p>(3) A registered provider shall ensure that—</p> <p>(a) no person other than—</p> <p>(i) a pre-school child attending the service,</p> <p>(ii) a person dropping or collecting such a child,</p> <p>(iii) an employee, or</p> <p>(iv) an unpaid worker,</p> <p>can enter the premises without his or her entry being approved by an employee, and</p> <p>(b) a daily record in writing is kept of the entry on the premises of any such person.</p> <p>(4) A registered provider shall ensure that a record in writing referred to in paragraph (3) (b) is retained for a period of one year from the date to which it relates.</p>	
Compliance Information:	<p>(1) The registered provider ensured that each child in attendance was checked in and out of the service appropriately.</p> <p>(2) In each room, a staff member was responsible for checking in and out the children, which was overseen by the designated manager who did not directly work with children in a specific care room.</p> <p>(3) (a) (b) The registered provider ensured that entry to the service was controlled and a record in writing of visitors was maintained.</p> <p>(4) The registered provider ensured that records were maintained for the specified retention period.</p>

Part VI - Safety

Regulation 25: First Aid

A registered provider shall ensure that a record in writing referred to in paragraph (3)(b) is retained for a period of one year from the date to which it relates.

Compliance Information:

(1) A staff member trained in First Aid Response was available at all times to the children attending the pre-school service.

Part VI - Safety

Regulation 27 – Supervision

A registered provider shall ensure that pre-school children attending the service are supervised at all times.

Compliance Information:

Adults were observed to ensure adequate supervision of children at the time of inspection, during both indoor and outdoor activities.

Part VIII - Notifications and Complaints

Regulation 32 – Complaints

- (1) *A registered provider shall ensure that the complaints policy of the service specifies—*
- (a) the procedure to be followed by a person for the purposes of making a complaint in relation to the service,*
 - (b) the manner in which such a complaint shall be dealt with, and*
 - (c) the procedures for keeping a person who makes such a complaint informed of the manner in which it is being dealt with.*
- (2) *A registered provider shall ensure that—*
- (a) a record in writing is kept of a complaint made to the provider in respect of the pre-school service, and*
 - (b) the complaint is duly dealt with in accordance with the provider’s complaints policy.*
- (3) *A record in writing referred to in paragraph (2)(a) shall—*
- (a) include the nature of the complaint and the manner in which the complaint was dealt with, and*
 - (b) be open to inspection on the premises by an authorised person.*

Compliance Information:

(1) The services complaints policy outlined the following:

- (a) the procedure to be followed by a person for the purposes of making a complaint in relation to the service,
- (b) the manner in which a complaint will be dealt with,
- (c) the procedure for keeping a person who makes a complaint informed of the manner in which it is being dealt with.

(2)(a)(b)(c) and 3(a)(b)

There were no complaints on file in the service and the registered provider confirmed that no complaints were received since last inspection.

Part VII, Premises and Space Requirements

Regulation 29 - Premises

*A registered provider shall ensure that the premises of the service are—
(c) kept adequately lit, heated and ventilated*

Compliance Information:	The premises were adequately lit by means of natural lighting, supplemented by artificial lighting. The premises were adequately heated and electric radiators were observed to in use on the day of inspection.
Non-Compliance Information:	The sleep room was poorly ventilated on the day of inspection and the room was found to be stuffy. While there was an external door in the room, it was not observed to be opened to allow the circulation of fresh air while the sleep room was not in use.
Corrective & Preventive Action submitted by the Registered Provider	<p><u>CORRECTIVE ACTION</u></p> <p>The registered provider advised that while there is a wall vent in the sleep room the door to the outdoors will be opened while the sleep room is not in use for the circulation of fresh air.</p> <p><u>PREVENTIVE ACTION</u></p> <p>Staff will monitor the sleep room and the circulation of fresh air.</p> <p><u>EVIDENCE SUBMITTED</u></p> <p>Photographic evidence of the door in the sleep room being opened to the outdoor area was submitted as evidence.</p>
Summary Comment:	The response from the registered provider was assessed and compliance with this regulation will be determined at the next inspection.