

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015CC059
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Name of Service:	Bishopstown Community Pre School
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Address of Service:	Bishopstown House, Murphy's Farm, Bishopstown, Cork, Co. Cork
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Name of Registered Provider:	Angela Crowley
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Service type:	Sessional
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Date of Inspection:	21/01/2025
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No of pre-school children:	AM	17	PM	N/A
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Address of the Early Years Inspectorate:	2 nd Floor, Estuary House, Henry Street, Limerick.
Inspection undertaken by:	S O'Brien
Title:	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).

Conditions if applicable	N/A
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Description of service

Bishopstown Community Preschool is a long-established service (1979). The service caters for children aged two to six years of age and offers the Early Childhood Care and Education (ECCE) programme from 8:15am to 11:45am, Monday to Friday, 38 weeks of the year. The service is situated at its current location since 2013, within a community building adjacent to a farm in Bishopstown. The service has one care room and a secure outdoor area to the rear of the building.

Staffing

The service is operated by the registered provider and another staff member. An additional staff member is employed for relief work. An unpaid worker volunteers in the service one-day a week. On the day of inspection, the registered provider and another staff member were working directly with the children.

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 and safety. 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.

Additional Information

On the 21 January 2025, and Immediate Action Notice was issued to the registered provider under Regulation 23 Safeguarding Health, Safety and Welfare of the children. A water temperature in a handbasin in the children's sanitary area was recorded at 53.9°C posing a scald risk to children.

On 22 January 2025, the registered provider outlined the steps to mitigate the risk.

Acknowledgments

The inspector wishes to acknowledge the cooperation of the registered provider, 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 is also the person in charge for the service.
 - (b) The registered provider was at all times on the premises while the service was in operation. This was evidenced in a sign in and out books available to the inspector for review.
- (2)
- Four recruitment files were reviewed including the file of the unpaid worker.
- (a) Five of the eight references available were from a past employer and were validated.
 - (b) Three of the eight references available were from a reputable source and were validated.
 - (c) Garda vetting disclosures had been obtained for three staff and the unpaid worker. However, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Regulatory Notice, requiring services to

renew Garda vetting every three years. Please refer to the information outlined under Regulation 23 of this report.

(d) Three of the staff had not lived outside a state for longer than six consecutive months, therefore police vetting was not required.

(4) Three staff members held a relevant qualification in Early Childhood Care and Education from a Level 5 to Level 6 as listed on the National Framework of Qualifications.

Non-Compliance Information

(2)

(d) It was not possible to determine the requirement or otherwise for police vetting in respect of one adult, as their curriculum vitae was not available.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

1. A copy of a curriculum vitae will be on file in respect of the one adult. Regular checks on curriculum vitae's and police vetting, if required, will be carried out to ensure it is on file and available for inspection.

Supporting documentation submitted

1. Photographic evidence of a curriculum vitae was submitted to the inspectorate.

Summary Comment

The documented and photographic evidence submitted has been reviewed and has met the regulatory requirements.

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 following policy was reviewed:

- Outings Policy.

The policy contained the information required to guide staff in their care practices for children.

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.

(3) Subject to paragraph (5), a registered provider of a sessional pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 2 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) therefore at that reference number is satisfied.

Compliance Information

(1) There were adequate staff available to care for the preschool children in attendance in the service.

(3) There were seventeen children aged between 3 and 5 years being cared for by two staff members.

Part IV – Information and Records

Regulation 15 – Record of pre-school child

(1) A registered provider of a pre-school service other than a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that a record in writing is kept in respect of each pre-school child attending the service containing the following particulars:

- (a) the name and date of birth of the child;*
- (b) the date on which the child first attended the service;*
- (c) the date on which the child ceased to attend the service;*
- (d) the name and address of a parent or guardian of the child and a telephone number where that parent or guardian or a relative or friend of the child can be contacted during the hours of operation of the service;*
- (e) authorisation for the collection of the child;*
- (f) details of any illness, disability, allergy or special need of the child, together with all the information relevant to the provision of special care or attention;*
- (g) the name and telephone number of the child's registered medical practitioner;*
- (h) record of immunisations, if any, received by the child;*
- (i) written parental consent for appropriate medical treatment of the child in the event of an emergency.*

Compliance Information

(1) A sample of twelve children's records were assessed and all forms were complete and contained the required information outlined from (a) to (i).

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:

- (h) details of attendance by each pre-school child on a daily basis;*
- (i) details of staff rosters on a daily basis;*

Compliance Information

The following records were available on inspection:

- (h) The details of attendance by each preschool child on a daily basis was recorded in an attendance book and was available and assessed.
- (i) A staff roster was available and reviewed.

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

Basic needs

- Handwashing was observed after playing outdoors and before snack times. Staff were available to support the children when needed and the staff encouraged self-help skills.
- The independent use of the toilet by the children was encouraged and supervised as appropriate, by the staff.
- There was adequate space available to accommodate the children's movement, as they participated free play activities.
- The children's parents and guardians provided food and drinks. Staff supported the children opening their lunches and sat with them during snack times.

- Staff were aware of the individual needs of the children and supported the children in a kind and respectful way.

Supporting Relationships

- During snack time, the staff were observed sitting at the tables and engaged in social conversations with the children promoting a relaxed atmosphere.
- The staff members were observed demonstrating warmth and sensitivity in their interactions with the children. For example, the staff ensured they were at the child's level when communicating with them while using gentle voices.
- Staff were observed supporting children emotional well-being. This was observed on the day of inspection during circle time when the children could express how they were feeling through the use of visual flash cards on feelings.

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:

- The main entrance door to the service had an electromagnetic lock to prevent children exiting unsupervised and any unauthorised access.
- All toys and equipment observed were in good condition.
- All flexes and cables observed were out of reach of children.
- The outdoor area was observed to be safe and secure.

Infection Control:

- The care room and sanitary area were naturally ventilated through open windows.
- Hand hygiene was promoted after outdoor play, after toileting and before snack. Children were observed washing their hands at these times. Running water, liquid soap and paper towels were available to the children and staff.
- The staff were observed wearing gloves when helping children place their snacks in crockery.

Administration of Medication:

- Staff were not observed administering medication on the day of inspection.

Fire Safety:

- Fire doors were clear and unobstructed on the day of inspection.

Outing:

- The registered provider as aware of the services outdoors policy and stated this was followed during outings with the children.

Non-Compliance Information

General Safety:

1. A water temperature of 53.9°C was recorded in a hand basin in the children’s sanitary area at 10am. An Immediate Action Notice was issued to the registered provider on the day of inspection. It is acknowledged when the inspector informed the registered provider of the risk to children, the staff ensured that another sink was used for handwashing and staff supervised the children at all times while in the area.
2. Garda vetting was available for one staff member. However, this vetting disclosure was not dated within the previous three years in adherence with the Early Years Inspectorate Regulatory Notice ‘EYI-RN12.3 Renewal of Garda Vetting.

Infection Control:

3. A bin in the children’s sanitary area was not foot pedal operated therefore posing a risk of cross contamination to the children.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. On 22 January 2025, a plumber replaced the water heater and set to a lower temperature. Water temperature checks will be carried out on a daily basis in the hand washing basins.
2. A Garda vetting application has been made in respect of the staff member. The registered provider stated in their response that this staff member will not return to work until the Garda vetting application has been processed.

Infection Control:

3. Foot pedal operated bins has been purchased and will be replaced as required.

Supporting documentation submitted

General Safety:

1. Photographic evidence of invoice for work carried out by the plumber was submitted to the inspectorate.
2. Documented evidence of a Garda vetting application was submitted to the inspectorate.

Infection Control:

3. Photographic evidence of foot pedal operated bins were submitted to the inspectorate.

Summary Comment

The documented and photographic evidence submitted has been reviewed and has met the regulatory requirements.

Part VI - Safety

Regulation 25 - First aid

(1) A registered provider shall ensure that a person trained in first aid for children is, at all times, immediately available to the children attending the pre-school service.

(2) A registered provider shall ensure that a suitably equipped first aid box for children-

(a) is safely stored in an easily accessible and conspicuous position on the premises, and

(b) is available to the children attending the pre-school service at all times.

Compliance Information

(2) (a) (b)

The first aid box was easily identified and stored in a cabinet and the contents of the box were in line with the number of children attending the service.

Non-Compliance Information

(1) The registered provider did not ensure that there was a staff member trained in First Aid Responder (FAR) in the premises at all times. It is acknowledged that a staff member with basic first aid was available some of the time. It is required that a staff member with FAR training is available at all times while the service is open.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

1. The registered provider has submitted a booking confirmation for First Aid Responder training to be carried out across three days in June 2025.

Supporting documentation submitted

1. Documented evidence of a booking confirmation from a First Aid Responder trainer was submitted to the inspectorate.

Summary Comment

The documented evidence submitted has been reviewed and had met the regulatory requirements. This will be reviewed in the next inspection.

Part VI - Safety

Regulation 26 - Fire safety measures

- (1) A registered provider shall ensure that a record in writing is kept of-*
- (a) any fire drill that takes place in the premises, and*
 - (b) the number, type and maintenance record of firefighting equipment and smoke alarms in the premises.*
- (4) A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the premises.*

Compliance Information

- (1)
- (a) The registered provider ensured that fire drills took place on a monthly basis. Records accessed showed the last fire drill took place on 12 December 2024 and detailed the number of children and staff that were in attendance.
 - (b) A maintenance record was available for the firefighting equipment within the service and an annual service had taken place in March 2024. A maintenance record was available for the smoke alarms in the premises and an annual service had taken place on 07 December 2024.
 - (4) The fire evacuation notice for the service was clearly displayed.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

The service was insured to operate a sessional care service for a maximum of twenty-two children at any one time. The insurance policy was dated from 28 March 2024 to 27 March 2025.