

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015CC082
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<b>Name of Service:</b>	Canovee Playschool
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<b>Address of Service:</b>	Canovee, Carrigadrohid, Co Cork
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<b>Eircode:</b>	P12 P651
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<b>Name of Registered Provider:</b>	Joanne Lyons
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<b>Service type:</b>	Sessional
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<b>Date(s) of Inspection:</b>	06/03/2025
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<b>No of pre-school children:</b>	AM	10	PM	10
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, North Tipperary Civic Offices, Limerick Road, Nenagh, Co Tipperary, E45 A099
<b>Inspection undertaken by:</b>	N O'Donoghue and L McGeeney
<b>Title:</b>	Early Years Inspectors

### 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

Canovee Playschool is a community preschool which offers a morning and afternoon session catering for children of Early Childhood Care and Education Scheme (ECCE) age. The service operates from 09:00 to 12:00, and 12.30 to 15.30 daily Monday to Friday for 38 weeks of the year. The service uses a play based, Aistear inspired pedagogical approach, incorporating aspects of the Irish language. Canovee Playschool is located in the old national school in an adapted playroom. The children attending have access to an enclosed play area on the grounds of the national school to the rear of the playschool building.

### Staffing

There were four staff working directly with the children in the service. This includes the registered provider and an Access and Inclusion Model (AIM) worker.

### 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. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9, 11, 15, 19, 23, 24, 25, 26 and 28.

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 inspectors wish to acknowledge the cooperation of the registered provider, person in charge, 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*
- (c) 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-*

- (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 service had a designated person in charge and a deputy person in charge on the premises on the day of inspection. In the event the person or deputy person in charge were not on the premises a named person able to deputise was available.

(b) A person in charge or named deputy person in charge were on the premises at all times during the operation of the service.

(c) There was a clearly identified management structure in the service. This included person in charge, deputy person in charge, room leader and preschool assistant.

(2) Four staff work in the service. All 4 staff files were open to inspection.

(a) Of the 8 references required 4 validated references were available from past employers.

(b) Of the 8 references required 4 validated references were available from reputable sources other than a past employer.

(c) Garda vetting disclosures had been obtained for all staff. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) No staff member required police vetting.

(4) All four staff held relevant qualifications in Early Childhood Care and Education 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.

### 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 was an adequate number of staff working with the children at all times.

(3) At the time of inspection, the adult to child ratios were in adherence to the requirements of the regulation.

- There was 1 preschool room in operation on day of inspection. Two staff were working with 10 children aged between 3 and 5 years old attending the service for the morning session and 10 children for the afternoon session. The registered provider was also present during the morning session.

### 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) Children's enrolment forms were assessed for 10 of the children registered as attending the service. The records inspected had the detail required as listed from (a) to (i).

## 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) The following was identified on the day of inspection through direct observation, review of documents and discussions with the staff:

#### **BASIC NEEDS:**

- The children enjoyed freedom of movement both indoors and outdoors. The children kept a pair of rubber boots and wet weather overalls in the service to support them to play outdoors each day in all weathers. Staff said that the children loved playing outside and they made it a priority to go outside every day.
- The children brought a packed lunch which they ate at the meal times, either in the middle of the morning or afternoon according to which session the children attended. Staff sat with the children and helped them to open their food containers and drink bottles if needed.
- Children were supported and encouraged to be independent appropriate to their age and stage of development. Assistance was given to children who needed it, but staff focused on teaching the children the skills they needed. Children were observed putting on their outdoor clothes and boots, tidying up after free play.
- Children were observed going to the toilet when they needed to and washing their hands.

### SUPPORTING RELATIONSHIPS AROUND CHILDREN:

- To ensure that all of the children attending in any one year got to know all of the other children, every child attended in a combination of morning and afternoon sessions each week.
- Staff were observed to be engaged with the children, to listen to them and to respond positively to their needs expressed through both verbal and non-verbal means. Staff demonstrated their knowledge of each child's likes, interests and abilities and supported the children to explore their interests. This was evident on the day of inspection as the children were dressed up as characters from their favourite books for World Book Day, which they talked about during circle time.
- The staff were observed to use a range of timers, including large sand timers and clock timers with a visible countdown bar, to effectively support the children with preparing for transitions during the day, for toy sharing and turn taking.
- The children enjoyed interacting with their older siblings and other children in the national school when they were playing outside. The pre-school children had their own outdoor area, but they could see and interact with the school children from this space.

### PHYSICAL AND MATERIAL ENVIRONMENT:

- The children had access to a suitably resourced and laid out pre-school room. The room bright with high ceilings and windows. There were three tables with chairs in the centre of the room for table top activities and dining. Interest areas were set up around the room and included a cosy corner and reading area, imaginative play and dress up areas, small world area, art and mark making area.
- The walls in the pre-school room and the corridor leading to it were covered with the children's art work, family photos, a pictogram timetable and posters of interest. There was a red felt board used for circle time when the children helped fill it with information about the day of the week, month, season and daily weather.
- The children had access to their own outdoor area within the school grounds. An area behind the ball court had been fenced and gated for use by the pre-school. This space had a grass surface and was equipped with a covered sand box, play house, ride-in vehicles, tyres, mud kitchens, picnic tables with integrated bench seats and slides.

## 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

The following was observed on the day of inspection which supported the health, welfare and development of the children:

#### General Safety:

- The entrance door of the service was kept secured. Entry to the service was managed by the staff.
- Children walked in pairs, holding hands, when walking from the pre-school through the school grounds to their outdoor play area. One member of staff walked at the front holding the hands of two children and the other walked at the back of the line also holding the hands of two children.
- Hot water for hand washing was heated by electric water heaters that were thermostatically controlled not to exceed 43°C.
- Radiators were covered to prevent children from touching the hot surface.

#### Infection Control:

- The service was visibly clean. Staff were observed to practice 'clean as you go', of surfaces such as table tops and floors.
- The staff and children were observed to wash their hands at appropriate times during the day such as before eating, after using the toilet and after outdoor play.
- Staff were observed cleaning tables between activities and prior to snack time.

#### Administration of Medication:

- No administration of medication was observed on day of inspection. Staff advised signed parental consent was sought before any medication was given to a child.

#### Fire Safety:

- The fire escape routes were kept clear of obstruction.
- The fire door was accessible in the event of an emergency.

## Part VI - Safety

### Regulation 24 - Checking in and out and record of attendance

*(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.*

*(3) A registered provider shall ensure that-*

*(a) no person other than-*

*(i) pre-school child attending the service,*

*(ii) a person dropping or collecting such a child,*

*(iii) an employee, or*

*(iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and*

*(b) a daily record in writing is kept of the entry on the premises of any such person.*

### Compliance Information

(1) The registered provider ensured that each pre-school child attending the service is checked in and out of the service by a staff member.

(3) (a) (b) The inspectors were asked to check in and out on a visitor book which was approved by a staff member on arrival and departure. A sign in book for adults entering the premises was available for review. These records were kept in writing on a daily basis.

## 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

- (1) The registered provider ensured that staff trained in first aid for children were at all times immediately available to the children. Three staff held up to date training in First Aid Responder first aid and one staff held up to date training in Basic First Aid training.
- (2) The first aid box was assessed on day of inspection and was fully stocked.
- (a) The first aid box was stored up high, out of reach of children and easily accessible to staff.
  - (b) The first aid box is accessible to staff in the event that a child may require it. Staff brought a first aid box when going to the outdoor play area.

### 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) The service had maintained a record on the following:
- (a) Each fire drill that had taken place in the service. The last recorded fire drill was 17/02/2025.
  - (b) A record of the number, type and maintenance checks of the firefighting equipment and the smoke alarm. The records on file demonstrated the last check on the fire extinguishers was 26/08/2024 and the smoke alarm was 26/08/2024.
- (4) A notice of the procedures to be followed in the event of fire was displayed in the service.

## Part VI - Safety

### Regulation 28 - Insurance

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

#### Compliance Information

A copy of the insurance certification for the service was furnished to the inspector.

The information provided on the insurance certificate included:

- the contact details for the insurance provider
- the name and address of the service insured
- the categories of insurance cover for the service.
- the number of children covered by the insurance was 11 children.
- The expiry date of the current insurance cover was 27/03/2025.