

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015CC119
--------------------------	-------------

Name of Service:	Curious Minds Pre-school
-------------------------	--------------------------

Address of Service:	West End, Millstreet, Cork.
----------------------------	-----------------------------------

Eircode:	P51 FH51
-----------------	----------

Name of Registered Provider:	Ms. Marie Sheehy
-------------------------------------	------------------

Service type:	Full Day Care
----------------------	---------------

Date of Inspection:	11/10/2023
----------------------------	------------

No of pre-school children:	AM	25	PM	17
-----------------------------------	----	----	----	----

Address of the Early Years Inspectorate:	134 Bank Place, Mallow, Cork.
---	-------------------------------

Inspection undertaken by:	E. Friel & F. Collins
----------------------------------	-----------------------

Title:	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).

Conditions if applicable	N/A
---------------------------------	-----

Description of service

Curious Minds Pre-school is a privately run early years service in operation since 2010, offering a choice of full day care, part-time and sessional services for children aged two years to six years of age. Registered opening hours are from 7.15 am until 6.00 pm, currently the service operates from 7.15 am until 5.00 pm accommodating children aged from 2 to 6 years of age, 50 weeks of the year. The Early Childhood Care and Education (Scheme) is facilitated in the morning and afternoon. A school age service is available with a breakfast club from 7.45 am until 9.00 am, which is facilitated on this premises, and an afterschool club operates from 2.00 pm until 6.00 pm from the community hall nearby.

The service operates from a single storey purpose built childcare facility located in the rural town of Millstreet, Northwest Cork. The service comprises of an entrance hall, 1 large care room (Room 1: Butterfly) off which there is a second care room (Room 2: Dolphin), office, kitchen, and sanitary facilities for the children and adults. There is a secure outdoor play area to the front and back of the premises.

Staffing

The service employs twelve staff, including the registered provider, five childcare staff, three staff employed under the Access and Inclusion Model Scheme (AIM), an administrator, a maintenance person and a cleaner. In addition, there is an adult who volunteers in the service one day a week.

On the day of inspection there were five adults working directly with the children when the inspectors arrived, a sixth adult arrived at 11.00 am replacing a staff member who was sick. The administrator arrived at the same time.

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 and premises and facilities. The inspections 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

This inspection was triggered by information received by the Feedback & Concerns Department. Following the inspection, a referral was made to the Environmental Health Officer regarding a concern about waste management in the service.

Acknowledgments

The inspectors wish to acknowledge the cooperation of the person in charge, the deputy, staff and children who were present on the day of the inspection.

Part II - Registration and Register

Regulation 8 - Notification of change in circumstances

(1) A registered provider of a pre-school service other than a temporary pre-school service shall, subject to paragraph (3), notify the Agency in writing of any proposed change in the details in relation to the pre-school service contained in the register pursuant to section 58C (2) of the Act or Regulation 7(2) at least 60 days before it is proposed that the change would take effect.

Non-Compliance Information

(1) Through conversation with the manager, at the introductory meeting, it was found that the service had not informed the agency of a change in circumstances regarding the timing of the afternoon sessional service from the current registered time of 12 noon until 3.00 pm to 2.00 pm to 5.00 pm. Not ensuring this change had been updated on the national register does not allow for the accurate service operations details to be retained and published by Tusla on the National register.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The following statement was received from the registered provider.

(1) A change in circumstance form has been submitted to the Registration department. In future all change in circumstances will be submitted in advance of the change.

Supporting documentation submitted

(1) The statement from the registered provider that a Change in Circumstances form has been submitted to the Registration department and that all changes will be submitted in advance has been accepted.

Summary Comment

The non-compliance under Regulation 8 has been addressed.

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.

(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:

- (a) the policies, procedures and statements of the service specified in Schedule 5;*

Compliance Information

- (1)
- (a) The registered provider ensured that that there was a designated person in charge, known as the manager, and a named person available to deputise.
 - (b) The deputy answered the bell upon arrival to the inspectors and remained on the premises, along with the designated person in charge, throughout the period of inspection.
 - (c) There was a clear photographic management structure, with detailed roles, on the wall of the children's cloakroom area at the entrance of the service.
- (2) Recruitment files in respect of the new staff member, the cleaner, maintenance person and volunteer were reviewed, Therefore, four of the twelve staff files were reviewed as the other eight recruitment files had been reviewed and were found to be compliant on the previous inspections carried out on 30 June 2023 and 17 February 2022.
- (a) (b) There were five validated references from previous employers and two validated references from sources other than previous employers.
 - (c) Garda vetting disclosures from the National Vetting Bureau were available for all four adults.
- (4) The adult working directly with the children held a major award in Early Childhood Education and Care at level 5 or above on the National Framework of Qualifications. The three other adults were ancillary staff and did not require childcare qualifications.

Non-Compliance Information

- (2)
- (a) One reference and one validation were missing in respect of one adult.
 - (d) While one staff member did have an international police vetting disclosure for a period disclosed on their curriculum vitae, it was difficult to assess whether further international vetting was required due to a lengthy gap, of which there were no details, on their curriculum vitae. Not having access to this information may allow for inadequately vetted staff to have access to children.

(7)

(a) The registered provider did not ensure that the staff were trained in and were not fully aware of the contents of the Child safeguarding policies, three staff on the day of the inspection were not aware of who the designated person for Child Safeguarding was in the service. Staff not being fully trained in the Child Safeguarding procedures may impede the appropriate management and where required referral to Tusla of any concerns in relation to Child Safeguarding.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(2)

(a) A reference and validation are now on file for the adult for who they were missing. In future, all references and validations will be on file for every employee prior to commencement of employment.

(d) An updated curriculum vitae has been added to the staff file which evidenced that no additional international police disclosure was required. From now on all potential employee's curriculum vitae will be reviewed in order to ensure that there are no gaps.

(7)

(a) Staff were reminded of their training and responsibilities in relation to Child Safeguarding. One new staff member will be offered Child Safeguarding training when it next becomes available from Cork County Childcare Committee.

Supporting documentation submitted

(2)

(a) A copy of a reference and validation in respect of the employee was submitted to the office of the inspectorate.

(d) A copy of the employee's updated curriculum vitae was received in the office of the inspectorate which indicated that no further international police disclosures were required.

(7)

(a) Nine copies of certificates for staff evidencing training in Child Safeguarding Awareness were received in the office of the inspectorate. In addition, the statement from the registered provider that the new staff member will be offered Child safeguarding training when it becomes available has been accepted.

Summary Comment

The corrective actions implemented by the registered provider has addressed the non-compliances identified under Regulation 9 (2) (a), (d) and (7) (a).

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 policies, procedures and statements were reviewed by the inspectors:

- Child Safeguarding Policy & Procedure
- Sun Policy
- Inclusion Policy
- Behaviour Management Policy.

Non-Compliance Information

On review the following policies, procedures and statements required further development:

1. The infection control policy, the immunisation section did not include what must be done in the event of a communicable disease in the service and the requirement to exclude children if required.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

1. The infection control policy has been updated. Policies and Procedures will be renewed and updated on a yearly basis or sooner, if required.

Supporting documentation submitted

1. A copy of the updated infection control policy including what must be done in the event of communicable disease in the service and the requirement to exclude children, if necessary, was received in the office of the inspectorate.

Summary Comment

The non-compliance under Regulation 10 – Infection Control Policy has been addressed.

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.

(4) Subject to paragraph (5), where a registered provider contemporaneously provides-

(a) a sessional pre-school service, and

(b) a full day care service or a part-time day care service, or both, the minimum ratio of adults to children applicable for the duration of the sessional pre-school service in respect of the children attending that service shall be the ratio specified in paragraph (3).

(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) The service had adequate staff available and caring for the children at all times.

(2) Both care rooms were in operation on the day of inspection.

The adult child ratios were correct in the care rooms as observed throughout the day.

- The Butterfly room (Room 1) had three qualified staff caring for 18 children in the morning, all of whom were aged from 2-4 years. Eight of these children were attending on sessional basis, nine were attending on a part-time basis and one was attending on a full day care basis. One of the adults working in this care room assisted with the inspection process until 11am, two additional staff arrived at the service. One to replace the staff on sick leave and one to assist with the inspection process.

- The Dolphin room (Room 2): This room had two qualified staff, one of whom was employed under the Access and Inclusion Model scheme. During the morning there were seven children in attendance aged 2-3 years.
 - From 12.00 -2pm the numbers of children being cared for was reduced to 10 children between the two care rooms with 3-4 staff as the staff took their breaks.
 - The Butterfly room (Room 1): In the afternoon when the second session commenced and when the children attending on a part time basis (after 2pm) left the service this room was staffed by two qualified staff caring for nine children attending on a full day care or sessional care basis.
 - The Dolphin room (Room 2): After 2pm the two staff working in this care room were caring for eight children attending on a full day care or sessional care basis.
 - The roster with the support of the additional staff to provide cover for the staff member on sick leave allowed each care room to have sufficient staff to allow the staff take their breaks ensuring that there were adequate staff remaining to care for and supervise the children.
- (4) (a) & (b) The adult child ratios were correct when the service was operating a sessional service and a full day care service contemporaneously.
- (8) (a) The roster provided to the inspector by the person in charge identified that a minimum of two staff were on the premises at all times during the operation of the service.

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.*

(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-

- (c) an authorised person.*

Compliance Information

(1)
Of the 38 children present on the day of the inspection a sample of 13 children's registration forms were examined. They included a cross section of the records of the children attending at different times of the day. The following sections of the Regulation (a), (d), (e), (f), (g) & (h) were found to be compliant across 12 records.

- (3) (c) The records as identified above were available for inspection in all care rooms.

Non-Compliance Information

(1) One of the thirteen forms required was not available within the service for assessment.

(b), (c) & (i) were found not to be compliant in some of the remaining files:

- (b) Three children's records did not have the date on which the child started in the service recorded on the child's records.
- (c) One record did not have capacity to record when the child would cease to attend the service.
- (i) Three children's records did not contain written consent for administering medical treatment for the child in the event of an emergency.

Not having children's records or completed records available to the staff for each child may delay care provision or may compromise the safety of the children being cared for by the service.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (1) The child's pre-school record was received from a sister service the same day.
- (b) (c) All forms from the first year of the child starting in the service will be checked and updated to ensure that the required information is available. Staff will ensure only the most recent version of the child's pre-school record, which has been fully completed, is available.
- (i) Consent for administering medical treatment is now available on each child's pre-school record.

Supporting documentation submitted

- (1) A copy of the child's pre-school record was received in the office of the inspectorate on 23 November 2023.
- (b) (c) The statement from the registered provider that staff will ensure only the most recent version of the child's pre-school record, which has been fully completed is available, has been accepted.
- (i) Consent for the administration of medication was received in the office of the inspectorate.

Summary Comment

The corrective actions implemented by the registered provider has addressed the non-compliances identified under Regulation 15 (1) (b), (c) and (7) (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;

(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.

(3) A record referred to in paragraph (1) shall be open to inspection on the premises, and the documents and records referred to in paragraph (2)(a) shall be open to inspection whether on the premises or elsewhere, by an authorised person.

Compliance Information

- (1)
- (h) The children attending the service in both rooms and in both the morning and afternoon sessions were signed into the services care application on arrival and at departure.
- (k) The last five accident and incident reports that were recorded in the service were reviewed, of these one was completed with all relevant care details recorded and had both parent and staff signatures.
- (3) The records as requested were available for the inspector when requested.

Non-Compliance Information

- (1) (i) The staff roster was available, a copy of same was issued to the inspector on arrival. The roster however was not up to date, the member of staff on sick leave was not recorded and the breaks for the staff were not outlined. Not having an up to date and accurate record of attendance of staff does not allow for the assessment of the numbers of adults available to, and caring for, the children to be assessed currently or historically.
- (k) Of the five accident and incident reports reviewed, four were not completed correctly.

- Two reports were not signed or acknowledged by parents; this posed a risk that the continuity of care delivered to the children may not be met.
- Following two similar incidents a risk assessment was not detailed on how to manage the concern on two of the reports, failing to risk assess following an incident does not ensure the risk will be mitigated and prevent recurrence.
- The fourth form did not detail the care given to the child following an incident where a significant infection control risk was outlined. Not including the care delivered to the child hinders the parents providing further care if required.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1)

(i) The staff roster has been replaced with an updated version which includes staff breaks and the recording of all staff absence and cover.

(k)

- All forms have now been signed. Staff have been reminded to speak with parents in order to ensure forms are signed.
- Risk assessments will be carried out in future in greater detail on how the service will manage the concern.
- Staff have been reminded to record on the form and speak with the parent/guardian of the child to convey the details of the care given following an incident.

Supporting documentation submitted

(1)

(i) A copy of the updated roster was received by the inspector on 23 November 2023.

(k)

- The statement from the registered provider that the two forms have been signed has been accepted.
- The statement from the registered provider that risk assessments will be carried out in future in greater detail on how the service will manage the concern has been accepted.
- The statement from the registered provider that staff have been reminded to record on the form and speak with the parent/guardian of the child to convey the details of the care given following an incident has been accepted.

Summary Comment

The corrective actions implemented by the registered provider has addressed the non-compliances identified under Regulation 16.

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*
- (b) 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.*

Compliance Information

BASIC NEEDS:

- All food in the service was provided by the parents/guardians. Children were observed eating a healthy and nutritious snack and lunch at 1.30 pm in the Butterfly room. Some children eating their first snack were observed eating yogurt, brown bread and fruit, and others staying longer were observed eating a hot lunch of sausage rolls and pizza slices.
- Water was available at all times, in both care rooms, from individual bottles located on easily accessible shelves in each of the care rooms.
- Staff stated that alternative food was available for children in the event of an emergency, the inspector observed that the food was stored in the kitchen and included examples such as, spaghetti bolognese, yogurt, breadsticks, fruit and canned fish.
- Children were observed accessing the toilet independently and being assisted, where necessary, by an adult who was nearby. Nappies were changed on a routine basis and when required. Children were reminded to wash hands and helped when needed.
- There was a rest/quiet area in the Butterfly room consisting of a child sized sofa, cushions and blankets.
- All children could move about freely and there was no restriction placed on their movement.
- When going outside on a wet day the children were appropriately dressed in coats and wellington boots.

SUPPORTING RELATIONSHIPS

- Each staff member was assigned to a care room. The children were observed to be familiar with the staff in the room and spoke with them by name and were observed to seek their support when required.
- The children were observed to play alone and play in small and large groups. The children in the Dolphin room (Room 2) were observed to be facilitated to play in small groups doing different activities where additional support was required at one area (hand painting) the second area provided the children with activities (blocks and bricks to build) that did not require additional support.
- A child attending the Dolphin room was observed to have one to one care provision when it was required.
- Communication with parents was observed at drop off and at collection time with parent spoken with as needed on the activities of the day.
- Staff stated they were aware of the cultural backgrounds of some of the parents and children and inclusive practices were observed, the children playing in small and large groups were assisted when there was a language barrier.
- Two children on the day of inspection were receiving AIM support. Inclusion plans were available for each child and the details outlined on the inclusion plan were followed where staff supported the children in practice.
- Snack time was observed to be a relaxed time for the children, staff allowed sufficient time for the children to eat, and conversations were had which supported this relaxed environment.

Physical And Material Environment

- Both care rooms had a variety of toys and resources. The resources were specific to encourage the development of each child, i.e., hand painting and play dough for sensory play, colouring pencils for fine motor development.
- Tabletop activities of jigsaws, bricks and blocks allowed for cognitive development and fine motor development.
- Circle time when stories were told, and books were read allowed for the children to talk about the stories and encouraged a language rich environment.
- Home corners and play stations of garages and small animals were accessible to the children to promote imaginary play.
- All shelving was accessible to the children, and they were able to choose their activities as required.

The Outdoor Environment

- The outdoor environment consisted of two areas, one tarmacadam and one grass area.
- The grass area was not in use on the day of inspection as the area was flooded. The area contained digging areas, a play kitchen, tyres with flowers planted and a water wall.
- The tarmacadam area contained a train and carriage that was being removed by maintenance staff during the inspection and when the weather dried up this area was used by the children with balance bikes and ride on equipment.

(1)

(b) Staff in the Dolphin room stated that no disrespectful practices are used by staff towards the children, and that they use strategies including distraction and sand timers to resolve minor disputes between children. Staff stated that more moderate/severe behaviours are discussed with parents/guardians to establish if there are any underlying issues.

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:

- Entrance to the service was gained by pressing a bell at the front gate of the service which was answered by a staff member. In addition, there was a buzzer/keypad at the entrance door and both safety precautions prevented unauthorised adults from entering the service. Children could not exit the main entrance door unsupervised as there was an electronic switch to control the opening of the door, located out of reach of the children. There was a latch on the door into the staff toilet and into the kitchen which were in use to ensure the children could not access these areas.
- Visibility strips were attached to low-level windows in the Dolphin room preventing children from banging into them.
- The openings to the windows were not accessible to the children and all windows in the Dolphin and Butterfly care rooms were fitted with blind cords secured by hooks and placed out of reach of the children.

- Handrails were available on the outdoor ramp from the Dolphin room to the outdoor play area assisting children to move safely.
- Cables and flexes were stored out of reach in the indoor care room.
- Cleaning agents were stored under the kitchen sink and were secured with a child proof lock. In the care rooms the cleaning agents were stored on high shelves in the care rooms. The cleaning product for cleaning the nappy changing area was stored high and out of reach of the children.
- The T.V. was securely mounted with brackets in the Butterfly care room.
- On the day of inspection, it was observed that the person charged with maintenance of the premises, with additional staff, arrived to the service to dismantle a climb-in wooden train and carriage. When this was removed the area was observed to be cleaned.
- The perimeter of the outdoor play areas was secured with high metal fencing.

Infection Control:

- Perishable food was observed to be stored in fridges in the service, preventing the food from spoiling.
- It was noted that a message had been sent to all parents/guardians, via a software application, dated 27 February 2023, regarding an outbreak of headlice in the service. Parents/guardians were advised to check their child's head and treat if found.
- The children in both care rooms were observed to wash their hands after outdoor play, before meals and snacks and after messy play.
- There was hot water, liquid hand soap and paper towels available at all children and adult wash hand basins.
- The nappy changing area was clean and well maintained. A supply of disposable aprons and gloves were available. Nappies were disposed of in a lidded bin and the contents were removed on a schedule twice daily.
- There were non-contact pedal operated bins throughout the service.
- The changing mats were intact with no exposed foam evident.
- All coats and bags were stored off the ground minimising contact and cross infection.
- Staff were observed to clean the tables before and after mealtimes with a suitable disinfectant.

Administration of Medication:

- No medication was observed to be administered on the day of inspection.

Safe Sleep:

- No child slept in the service on the day of inspection.

Fire Safety:

- The emergency/fire doors were unobstructed.

Non-Compliance Information

General Safety:

1. There was no record available to confirm that the boiler had been serviced or maintained appropriately. Staff confirmed that there had been an incident on 18 April 2023 where the boiler had emitted smoke which had triggered a fire drill. In conversation, staff stated that the children were brought to the front play area where the fire assembly point was located and then moved to the back of the service to avoid the flue from the boiler. Staff stated that a competent person came to fix the boiler the next day.
2. A broken metal mirror, attached to the outdoor fence at the back of the service, was observed to have loose shards of glass which were accessible to the children, posing a safety risk.
3. The grass area at the front of the premises had holes dug in the grass near the path and there were weeds and overgrown grass beside the planting area and near the balance beams, these were a trip hazard for both children and for the adults caring for them.

Infection Control:

4. Nappy sacks were accessible and within reach of the children in the children's toilets. Having plastic bags within reach of the children posing a choking risk to the children.
5. The registered provider did not have a safe system for managing the refuse in the service, which posed a risk to the children attending. Refuse bags were found to be stored in an outdoor shed, on top of the children's play equipment. The refuse bags contents included soiled nappies. The refuse bags could have easily torn due to the way they were stored. It was observed staff removed the refuse bags once the inspectors had observed these. The service had no waste collection contract or bins to suitably store the waste. There was a risk of rodent infestation and cross infection. Following the inspection, a referral was made to the Environmental Health Officer regarding this issue.
6. The toys that were stored in the shed that were in contact with the rubbish bags were observed to be taken from the shed and given to the children to play with in the outdoor area. They were not cleaned prior to use and staff stated they did not have a cleaning schedule for the outdoor toys that were stored in shed. These toys could potentially be contaminated and pose a risk of cross infection.
7. The paint on the shelving unit in the Butterfly room under the front window was chipped exposing untreated porous wood, this exposed chipboard is not easily cleaned and poses a risk of cross infection.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

- (1) The boiler has been serviced and an annual contract has been set-up to ensure the safety of the children and staff.
- (2) The mirror and shards of glass were removed on the day of inspection.
- (3) The grass area at the front of the service has been weeded and cut. Garden checks will be carried out more thoroughly and a risk assessment will be completed. The area will be maintained on a regular basis outside of service hours.

Infection Control:

- (4) The nappy sacks were removed immediately, and staff have been asked to follow the procedures in place.
- (5) Refuse bins are now stored in a separate shed onsite and a regular contractor has been arranged for the weekly collection.
- (6) The outdoor toy cleaning schedule has been reviewed and staff will ensure the toys are cleaned prior to use.
- (7) The cabinet has been repaired and covered and will be checked regularly for maintenance.

Supporting documentation submitted

General Safety:

- (1) A copy of a letter dated 11 October 2023 from an electrical company was received in the office of the inspectorate detailing the work carried out on 19 April 2023 to replace the faulty part.
- (2) The statement from the provider that the mirror and shards were removed has been accepted.
- (3) Photographs of the cut grass, weeded area and the filled hole with tyres and potted flowers were received in the office of the inspectorate.

Infection Control:

- (4) The statement from the registered provider that the nappy sacks were removed immediately has been accepted.
- (5) A copy of a letter detailing the refuse collection times and payment with the service details was received in the office of the inspectorate.
- (6) The statement that the cleaning schedule has been reviewed has been accepted.
- (7) A photograph of the new covering on the cabinet was received in the office of the inspectorate.

Summary Comment

The corrective actions implemented by the registered provider has addressed the non-compliances identified under Regulation 23.

Part VI – Safety

Regulation 28 – Insurance

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

Compliance Information

The registered provider ensured that the service was insured. The expiry date was recorded as 27 March 2024. Details of the policy included the number of children, which was recorded as 33 at any one time, and the type of service which was recorded as full day care.

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.*
- (d) cleaned, maintained and repaired, as required,*

Compliance Information

(c) The service was appropriately heated on the day of inspection. The room temperature of the Butterfly room was recorded at 20.1°C at 09.50.

Non-Compliance Information

(d) The guttering on the outside of the premises adjacent to the grass covered area was broken, the rain was collecting on the paths and on the grass area beside the building causing flooding in the area. This poses a risk of slipping and tripping to the staff and children in the service where water is collecting at the door and in the surrounding area.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(d) The Landlord has been informed and a date of 30 December 2023 has been agreed for the work required on the guttering to be completed.

Supporting documentation submitted

(d) The statement from the registered provider that the Landlord has been informed and a date has been agreed for the completion of work on the gutters has been accepted.

Summary Comment

The non-compliance under Regulation 29 (d) has been addressed. This will be review at the next inspection.