

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015CC148
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Name of Service:	Bessborough Centre Creche
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Address of Service:	98A Knockpogue Avenue, Farranree, Cork, Co. Cork
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Eircode:	T23 F5CE
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Name of Registered Provider:	Calem De Burca
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Service type:	Sessional
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Date(s) of Inspection:	17/10/2024
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No of pre-school children:	AM	25	PM	N/A
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Address of the Early Years Inspectorate:	Early Years Department, Child & Family Agency, Hospital Grounds, Coolnagarrane, Skibbereen, Co Cork P81 PD78
Inspection undertaken by:	Ms. O'Reilly and B. Fraher
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
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Description of service

Bessborough Centre Creche is a registered early years service in operation since 2015 and under the current management since 2022. The service is registered to cater for children from 2 to 6 years offering a sessional service. At time of inspection the service was catering for children from 2 years 8 months to 6 years and for the children attending the Early Childhood Care and Education (ECCE) scheme. The current opening hours are from 9am to 1pm each day Monday to Friday. The sessional service operates from 9:15am to 12:15 pm each day. Bessborough Centre Creche operates from a two-storey purpose-built facility. There are two playrooms. One playroom is located on the ground floor with the children's toilet facilities, a staff kitchen, a storeroom for play equipment not in use and sluice room all located beside the playroom. The second playroom is located on the first floor along with the children's and adult toilet, another playroom and administration office. An enclosed secure outdoor play area is located beside the facility.

Staffing

At time of inspection, there were eight staff associated with the service. Six staff were involved in the direct care of the children and hold a relevant award in Early Childhood Care and Education. The remaining two staff are the named registered provider and one administration staff that are not service based.

Methodology

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

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

The findings on inspection are based on:

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

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

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

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

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

Acknowledgments

The inspectors wish to acknowledge the cooperation of one of the named persons 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) There was a designated person in charge and a named deputy to deputise in her absence.
 - (b) The person in charge and the deputy were on duty at the service when the inspection commenced. The person in charge informed the inspector that they notified the registered provider.
 - (c) There was a clear management structure evident on the day and awareness among staff of who was in charge and who would deputise if needed.
- (2)
- Recruitment records in respect of the 8 staff attached to the early years service were requested as records were not stored on the premises. The records were emailed and reviewed. There were 16 references
- (a) There were 12 references from past employers.
 - (b) Four of the written references had been provided by sources other than past employers.
 - (c) Garda vetting disclosures from the National Vetting Bureau have been obtained for all 8 staff. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda Vetting every 3 years.
 - (d) International police disclosures were available for 3 staff who had lived outside of Ireland for 6 consecutive months or longer as adults.
- (4)

There was evidence that the 6 staff who worked directly with the children had attained major awards in Early Childhood Care and Education ranging from level 5 to 6 on the National Framework of Qualifications.

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.*
- (8) Without prejudice to paragraphs (2) to (7)-*
- (c) a registered provider of a sessional pre-school service shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.*

Compliance Information

- (1)
It was noted that an adequate number of staff were responsible for the direct care and supervision of the children in attendance on the day of the inspection.
- (3)
The adult child ratio was observed in two care rooms as follows:
(a) The adult staff ratio was maintained in the service during sessional hours. During the period of inspection, the ratio of staff to children was maintained as per the regulations.

Room name and age range of children	Number of children present	Number of adults present
Junior class (2years and 8 months)	17	4 (1 AIMS support worker)
Senior class (3 years and 11 months to 4 years and 11 months)	8	1

(8)

(c) At least two adults were present at all times while the service was in operation.

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) to (h)

Twenty-two of the children's registration forms were reviewed and found to contain all of the elements of information as required by Regulation 15 (a) to (h)

Non-Compliance Information

The following information was not available for review on each of the children's registration forms at time of inspection.

(1)

(i) Written parental consent for appropriate medical treatment of a child in the event of an emergency.

Corrective & Preventive Action submitted by the Registered Provider

In the corrective and preventative response (CAPA) the following was stated:

Corrective and Preventive Action

- (1)
- (i) Written parental consent for appropriate medical treatment of a child in the event of an emergency is included in the children's registration forms. Management will reinforce awareness of record keeping, policies and practises in the service to all staff.

Supporting documentation submitted

Supporting documentation was submitted.

Summary Comment

Correspondence forwarded to the Early Years Inspectorate was examined and deemed to meet the requirement of Regulation 15 (1)(i) of the Childcare Act 1991 (Early Years Services) Regulations 2016.

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.*
- (k) details of any accident, injury or incident involving a pre-school child attending the service.*

Compliance Information

- (1)
- (h) The attendance records for each child were available to be reviewed. All children were signed in at the arrival time. Staff had access to a software package on the tablet to record each child's arrival and departure time to the service
- (k) The service had a hard copy Accident and Incident form. A sample of the accidents and incidents records on file were reviewed. All accidents and incidents records were signed by the parent and staff members present at time of accident/incident. The completed accident and incident forms had been signed by the parent/guardian at time of collection following incident and stored in each child file in the service.

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) On the day of inspection: the following information was obtained through direct observation and discussion with the staff

Basic Needs

- All snacks were provided to the children by their parents or guardians. On the day of the inspection, examples of food observed were a selection of fruit, sandwiches, wraps, cheese and yogurts.
- Fruit provided by the parents was observed to be further cut up into a smaller size by staff which reduced the risk of choking.
- Water was the main drink of choice at snack time. The children's bottles of water were available to the children throughout the day in the care room.
- During snack time, the adults sat with the children and assisted as required. The children were afforded sufficient time to enjoy their food, and conversation was encouraged by staff.
- There was age-appropriate cutlery and utensils provided for the children at snack time
- The children's toilet and nappy changing facility was located off the care room and the adult supported the children to use the toilet independently. While ensuring that the children were supervised and gave assistance as needed.
- For children who wished to rest while in attendance, there was a quiet area in both care rooms which was furnished with soft child sized seating and located beside the book area.
- There was sufficient space for children to move freely and engage in various activities as observed throughout the morning when playing indoors and outdoors.

Supporting Relationships Around Children

- The service operated a key worker system which enabled children to form secure relationships with the adults who cared for them.
- In both playrooms the staff were noted to interact with the children in a caring and patient manner.

- The children were assisted with self-care activities such as handwashing and were supported as they engaged in a range of activities such as imaginary play, building a train set and working on puzzles.
- Children's independence was promoted, for example, the children were encouraged to put on their own coats and get their own bags going home.
- Children partook in group activities with the staff promoting language development. For example, singing and listening to a book reading at story time.
- Staff were observed to demonstrate interest in the children's activities, as was noted when one of the children presented items to the staff. The staff responded by encouraging the child to talk about the topic. Example of this was a child's plans to be a doctor.

Physical and Material Environment

- The two playrooms were bright and airy and were furnished with a generous supply of developmentally appropriate play resources and child size furniture.
- All materials were displayed at the child's eye level and large amounts of toys were available across the two playrooms, with extra toys in store to rotate into use. This enabled the children in both groups to enjoy child led play and learning experiences. Examples of toys available were jigsaws, trainsets, play kitchens, dolls, dress-up costumes, modelling clay, building blocks and books.
- Arts and craft were evident with an art board in the room and an Autumn- Halloween theme displayed.
- Since the last inspection, the outdoor play surface is now all covered in an all-weather surface.
- A canopy was available to use outdoors in hot or wet weather to allow children continued access to outdoor play.

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:

- On arriving to the premises, the main door was adequately secured to prevent unauthorised adults entering the building and children leaving the service unsupervised.

- Low lying panels on windows and doors were fitted with artwork to reduce the risk of injury to the children.
- The outdoor play area on the ground floor was secured by high walls.
- Two handrails were available for use on the stairs at an adult and child level. Staff were seen to assist children up and down the stairs.
- No electrical cables were seen on inspection to be accessible to the children.
- Supply of cleaning agents were stored in the ground floor storeroom out of reach of the children.
- Toys were maintained in good condition in the indoor facilities and outdoor areas. The play equipment in the outdoor area is stored indoors overnight.
- No accessible cords were on the blinds.
- Scissors were stored in shelves inaccessible to children.
- A protective layer was placed over the two cement windowsills located at child height in the outdoor play area.
- First aid boxes were stored out of reach of the children.
- Safety devices were installed on the windows on the first floor.

Infection Control:

- Children had access to handwashing facilities with warm running water, liquid soap and wall mounted paper towel dispensers in the children's toilets.
- Handwashing was observed before mealtime and after using the toilet.
- Children's bags and outdoor clothing were stored off the ground on wall hooks located in each playroom.
- Perishable foods provided by the parents/guardians were stored in a refrigerator located in both playrooms.
- Lidded foot operated pedal bins were in use in each of the playrooms for the disposal of waste.
- Both playrooms were well ventilated as the windows were opened.
- Visibly the care rooms were clean, tidy and well maintained and daily/weekly cleaning schedules were on display.
- There were an adequate number of adult and children's toilets and wash hand basins. There was a nappy changing unit on the first floor and a portable nappy changing table that is located in one of the children's toilets on the ground floor when required. When not in use is stored in a designated area in the sluice room.

Administration of Medication:

- Medication was not observed to be administered to children at the time of inspection. Staff informed the inspector that currently no children are on medication in the service

Fire Safety:

- Fire exits were noted to be free from obstruction. Fire extinguishers were secured to the walls.

Outing:

- On discussion with staff the service has currently no plans to have an outing

Non-Compliance Information

Infection Control:

- One of the bins in one of the children's toilet facilities on the ground floor and another bin in use in the children's toilet facility located on the first floor were not pedal operated lidded bins. This poses a risk of exposure to infection to the children.
- The paint on the wall in the outdoor play area in one section, at child height was flaking and visibly peeling off. This poses a risk of exposure to infection to the children when playing outdoors.

Action submitted by the Registered Provider

In the corrective and preventative response (CAPA) the following was stated:

Corrective & Preventive Action

Infection Control:

- The refuse bins present on day of inspection were removed and replaced with two new lidded pedal operated bins. Policy on infection control being followed, all staff know the requirements and have a clear understanding of their roles and responsibilities.
- The wall in the outdoor play area was painted. Staff were reminded on how to report any maintenance issues to management.

Supporting documentation submitted

Supporting documentation was submitted.

Summary Comment

Correspondence forwarded to the Early Years Inspectorate was examined and deemed to meet the requirement of Regulation 23, Infection control, of the Childcare Act 1991 (Early Years Services) Regulations 2016.

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) There were sufficiently stocked first aid boxes available in the service, which was safely stored out of reach of children.

(b) At all times when the service was in operation, first aid supplies were accessible to the adults if in the event that a child may require treatment.

Non-Compliance Information

(1) While three of the staff present at time of inspection had current certified first aid paediatric certificates. There was no adult working in the service that had a current certified First Aid Responder certificate.

Corrective & Preventive Action submitted by the Registered Provider

In the corrective and preventative response (CAPA) the following was stated:

Corrective and Preventive Action

Staff are booked to attend First Aid Responder training. Management/persons in charge will ensure that all aspects of their service are reviewed and assessed and ensure staff have certified up to date training.

Supporting documentation submitted

Booking invoice for First Aid Responder training was submitted.

Summary Comment

Correspondence forwarded to the Early Years Inspectorate was examined and deemed to meet the requirement of Regulation 25 of the Childcare Act 1991 (Early Years Services) Regulations 2016.

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 fire fighting 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) A record of monthly fire drills carried out was available and indicated that the last fire drill took place on the 26 September 2024
 - (b) A record of the number, type and maintenance record of firefighting equipment and the emergency fire alarm system was maintained. It was recorded that the fire equipment and the emergency fire alarm system was last tested and serviced in September 2024.
- (4)
- The fire evacuation procedure for the service which contained details in relation to the procedure to be followed in the event of a 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

The service was insured to provide a sessional service for up to 37 children to attend at any one time, which was valid until 25/12/2024. Further correspondence received by email, confirmed that the service had fire and theft cover.