

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015CC188
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Name of Service:	Innishmore Family Centre CLG
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Address of Service:	Innishmore, Ballincollig, Co. Cork
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Eircode:	P31 TP82
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Name of Registered Provider:	Alison Jennings
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Service type:	Sessional
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Date(s) of Inspection:	18/01/2024
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No of pre-school children:	AM	20	PM	na
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Address of the Early Years Inspectorate:	Early Years Inspectorate, Admin Building, St Marys Health Campus, Cork, T23x440
Inspection undertaken by:	C Stokes
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

Innishmore Family Centre CLG was first notified in 2008. It is a community service registered to provide a sessional service for children aged 2.8 – 5 years, Monday – Friday from 09:00 to 12.00 hours for 38 weeks of the year, including the Early Childhood Care and Education Scheme for eligible children. It offers a play-based approach to learning. It currently operates from 2 care rooms, the blue and green room. It has a large outdoor area to the rear and side of the service.

Staffing

The registered provider was not service based and does not work directly with children. On the day of inspection, the service was being operated with the deputy person in charge and 4 additional adults. These adults working directly with the children in the service have a major award in Early Childhood Care and Education at QQ1 levels 5, 6, and 8.

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 inspector wishes to acknowledge the cooperation of the *deputy 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 has a designated person in charge and a named person who can deputise.

(b) At all times during the period when the pre-school service was in operation, the designated person in charge or the deputy person in charge were on the premises.

(c) There was a clear management structure in the setting. This was on display on the noticeboard in the front entrance hall.

(2) The staff recruitment files were examined as part of this inspection.

(a) When the recruitment files of all 7 adults was reviewed two written and appropriately validated references were available in respect of 6 past employers

(b) Two written and appropriately validated references were available in respect of 8 sources other than past employers.

(c) A completed record of Garda vetting disclosure from the National Vetting Bureau was available for the 7 adults.

(d) Police vetting was not required as no adult had lived outside the jurisdiction for a period exceeding 6 months.

(4) A certificate of a major award in Early Childhood care and education at a minimum of QQI level 5, on the National Qualification framework was on file for 7 adults.

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) The registered provider ensured that an adequate number of adults were working directly with the children.
- (3) On the day of inspection, the green room had 3 adults and 9 children, and the blue room had 2 adults and 11 children on a sessional basis within the ECCE age range.

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:

- Adults were observed to sit with the children and chat to make the snack time a social occasion.
- Children were encouraged and supported to develop independence at snack time getting and putting away their lunches.
- The children were largely trained using the toilet and were supported appropriately by the adults to use the toilet. A small number of children were in pull-up nappies.
- There was a cosy corner in the home area to provide for the children's need for relaxation, with sofas, rugs, bean bags and cushions.

- Children’s need for mobility was met with both the indoor and outdoor play area being used frequently on the day of inspection. The setting placed great emphasis on outdoor play and learning to meet the needs of children in their setting.
- The adults were observed to support the children to interact positively with each other, for example, with sharing, turn taking and assisting the adults with clean up.
- There was a calm and positive approach to managing behaviour. The adults modelled speaking in low tones and managed transitions competently for example flagging the next activity with children and giving children choices.

SUPPORTING RELATIONSHIPS AROUND CHILDREN:

- The deputy person in charge advised the inspector that the service operated in partnership with parents, with an open-door approach, communicating with parents at handover times and via in person meetings as needed.
- Parents received emails from the service on a quarterly basis and a newsletter was provided to parents/guardians at Christmas.
- Activities are posted on the windows for parents to see according to the deputy person in charge. Parents can view these activities and the children’s scrapbooks which document their children’s learning and their emerging interests. The children’s learning records were shared with parents and their comments were invited. Written observations are recorded twice per term according to staff.
- One child who was described as pre-verbal had a communication book to develop the link between their parents and the setting. Staff in the green room described the key worker system for recording learning records and linking with parents.
- The adults were observed to show positive regard for the children on the day of inspection, with encouragement and praise for specific tasks in a warm and caring manner for example outdoor play where nurturing and enthusiastic interactions were observed.
- The setting is integrated into the local community, particularly via parent talks on their various jobs, and visits from the Community Guard, Post Person, and Lollypop person etc.

Physical and Material environment

- The indoor environment of both playrooms was child friendly, bright, and spacious and laid out in special interest areas with materials accessible to the children.
- Interest areas included a creative area with arts and crafts, a library with soft area; home corner; construction area, tabletop toys including jigsaws and puzzles; imaginative area with dolls and a kitchen; transport area.
- Playdough was observed in the green room in the tuft tray, linked to the theme of artic animals.
- An arts and crafts station were readily accessible in the blue room, and children could readily access aprons, paints, and paper. Staff advised that materials were rotated in the room and the contents of the tuft trays changed regularly according to the theme of the week.
- The outdoor was well equipped with an outdoor room which was laid out with a sandbox, blocks and construction, scooters, and balance bikes. There was a concrete area for cycling, basketball and waterwall. There was a lawn area for playing football and other games. The outdoors was observed to be well defined and utilised daily according to the deputy person in charge and staff.

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:

- Internal and external doors were secured on the day of inspection.
- Emergency exit doors were unobstructed.
- Storage facilities were inaccessible to children.
- No cables were observed to be within reach of children on the day of inspection.
- The outdoor area was suitably enclosed and secured without any observed hazards.

Infection Control:

- Adults cleaned down the tables prior to and after snack and mealtimes.
- Children were observed to wash their hands before eating.

- There was a supply of thermostatically controlled hot water, liquid soap, and paper towels available in the children's sanitary area.
Lidded, pedal bins were in place for the disposal of paper towels.
- Fridges were in place for the children's snacks in both playrooms.

Administration of Medication:

- The administration of medication was not observed at the time of inspection, the deputy person in charge described the settings approach and practice of medicine administration clearly to the inspector.

Fire Safety:

- No fire safety issues were observed on the day of inspection, fire doors were unobstructed.

Outing:

- No outings were conducted on the day of inspection. However, outings to the local park were conducted in accordance with the service's outings policy according to the deputy person in charge.

Non-Compliance Information

Infection Control:

- On the day of inspection, there was no pedal operated nappy disposal bin as is required. The nappy disposal unit was a sealed touch bin, which was not permissible due to infection control issues.

Action submitted by the Registered Provider

Corrective & Preventive Action

Infection Control:

- The registered provider responded on 9 February to state that a new nappy bin was now in place and the service will endeavour to maintain up to date with requirements regarding safe storage and disposal of soiled nappies.

Supporting documentation submitted

- The deputy person in charge forwarded evidence of purchase of a new nappy bin subsequent to the inspection on the 19 January 2024.

Summary Comment

The response and evidence submitted meets the regulatory requirements of this regulation.

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) The registered provider ensured that a record was kept of the fire drills, the most recent drill was dated 18 December 2023.
- (b) The registered provider ensured that a record was kept of the firefighting equipment. The service record indicated the fire extinguishers were maintained in March 2023 and the fire alarms were serviced in May 2023.
- (4) A notice of the procedures to be followed in the event of a fire was on display on the noticeboard in the entrance hall.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

There was adequate insurance for 68 children attending a sessional service valid until 29 February 2024.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

*A registered provider shall ensure that the premises of the service are-
 (e) equipped with adequate and suitable sanitary facilities.*

Compliance Information

(e) An adequate ratio of toilets was in place for children as a 1 to 11 ratio was in place, with 4 toilets and 4 sinks for children. In addition, one nappy changing station and sink was located within the sanitary area off the green room. For adults there were 2 adult toilets and sinks, a 1 to 8 ratio was in place.