

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015CC200
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Name of Service:	Sugradh Kildorrery
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Address of Service:	Parish Hall, Main Street, Kildorrery, Co. Cork
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Eircode:	P67 EK64
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Name of Registered Provider:	Michael O'Sullivan
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Service type:	Sessional
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Date(s) of Inspection:	15/01/2025
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No of pre-school children:	AM	12	PM	N/A
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Address of the Early Years Inspectorate:	2 nd Floor, Estuary House, Henry Street, Limerick.
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Inspection undertaken by:	F Collins
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Title:	Early Years Inspector
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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	Not applicable
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Description of service

Sugradh Kildorrery is a sessional pre-school service located in Kildorrery village. The service operates from the parish hall. There are 12 children registered to attend, and all 12 children were present on the day of inspection. Sugradh Kildorrery operates a morning session daily from 09.00 to 12.00 for pre-school children aged between 2 years and 8 months and 5 years.

The service has a school aged care service early in the morning before the sessional service commences and in the afternoon.

The premise is single storey and is the parish hall, the main hall and adjacent toilets are used by the service and the kitchen, stage area and adult toilets are secured away from the children.

The service has use of a hard surface area to the rear of the building. This area is secured by high fencing and a gate.

Staffing

There were four staff employed in the service and three of the staff were present on the day of inspection. All three staff were working directly with the children.

Methodology

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

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

The findings on inspection are based on:

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

This inspection was unannounced and focused on the area of governance/ health, welfare and development of child/ 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 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,

(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 named person in charge in the service when the inspector arrived and remained in the service for the duration of the inspection.
- (2) There were three staff working, one of whom was employed under the Access and Inclusion Model (AIM) scheme. A further adult was employed in the service but was on leave on the day of the inspection.
- Of the four staff files assessed eight references were required:
- (a) Four validated references were available from past employers.
- (b) Not applicable no reference on file was available from a source other than a past employer.
- (c) Garda vetting disclosures were available for all four adults that may work in the service and were dated within the last three years in line with Regulatory Notice EYI-RN12.3, Renewal of Garda Vetting.
- (d) Not applicable as no adult had lived outside of the country for greater than 6 consecutive months.
- (4) All four staff were appropriately qualified between Level 5 and Level 8 on the National Qualifications Framework.

Non-Compliance Information

- (2) (a) / (b) Four of the eight references required were not available from either a past employer or a reputable source. Not having staff adequately reference checked prior to commencing in the service may allow for adults that are not suitable have access to the children.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (2) (a) Four validated references have been received from past employers.
- (b) Not applicable as all references were from past employers.
- A staff file checklist has been implemented to review all staff files.

Supporting documentation submitted

- (2) Four validated references have been received and a staff file checklist that has been implemented.

Summary Comment

Following receipt of the corrective and preventive actions, the evidence received and the assurances of the registered provider the requirements for this regulation have been met.

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 there were adequate staff working in the service at all times.

(3) The registered provider ensured that the minimum ratio of adults to children was maintained. There were three adults working directly with twelve pre-school children attending on the day of inspection.

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) There were 12 children enrolled in the service and on the day of inspection all 12 children were in attendance. All 12 enrolment records were available and were reviewed.

(b)– (i) The sections from (b) to (i) of the enrolment forms were complete and up with date with parents and registered providers signatures.

Non-Compliance Information

(1) (a) The enrolment forms or other records available did not have a record of the date on which each of the 12 children commenced in the service. This is not in keeping with best practice for records management.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1) (a) The children's records have been updated and all commencement dates have been added to the records.

Supporting documentation submitted

(1) (a) The attendance records has been updated to include a start date for all children, a photograph of this has been received.

Summary Comment

The requirements for this regulation have been met following receipt of the corrective and preventive action form and the evidence received.

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:

- The service promoted healthy eating, and the children ate their snack together and had an adult supporting them who sat with them while eating.
- Children were not hurried to eat and where children were slow to eat one of the adults remained with them when the remaining children went outside to play.
- Children had access to their drinks of water throughout the session and were encouraged to drink at snack time.
- No child in the service required nappy changing on the day of inspection. Children who required help with going to the toilet received assistance.
- Any child who required assistance with hand washing was supported with same.
- The children's personal cleanliness was cared for and the children were noted to have their noses cleaned as needed and were reminded to wash their hands after this.
- Sleep was not provided for in the service and children who chose to opt out and rest could be facilitated on adult sized couches.
- Children were allowed to choose their activities inclusive of tabletop activities and floor-based activities while staff moved around supporting the children but allowing them to choose their own activity.
- The children's mobility was not hindered at any time and the children could move about freely.
- A child who required assistance was provided with this support as needed, however was not hindered when choosing their own activity. This child had an access and inclusion plan to ensure their needs were met.

Supporting Relationships Around Children

- The same adults worked in the service daily and the children were observed to be comfortable with them and sought out their assistance as required.

- The adults were relaxed when speaking with the children and there were no raised voices noted during the inspection.
- The staff team appeared to work well together.
- Staff operated in partnership with parents as demonstrated with the conversation at collection time. The person in charge also stated she hoped to run a parent/teacher evening to discuss the children's progress with their parents/guardians.

Physical And Material Environment:

- The indoor environment consisted of one large care room. This room had child height tables and chairs where the children were observed to eat and do their arts and crafts and other tabletop activities. There were open shelving units that were accessible to the children and at their height. There was a supply of varied equipment such as arts and crafts for fine motor development.
- The service demonstrated a language rich environment with stories being told, books being read and good interactions being noted with the children. The children were supported with their language development and were spoken to on a one-to-one basis as required.
- The materials and equipment were easily accessible to the children and the artwork previously completed by the children was displayed in the service.

The Outdoor Environment:

The outdoor environment was located to the rear of the premises on the opposite side to the church. The area was not yet fully developed, however the staff organised games to play and allowed the children to run about freely.

The outdoor area was used on the day of inspection after snack time.

Part V - Care of Child in Pre-school Service

Regulation 22 – Food and drink

A registered provider shall ensure that adequate and suitable, nutritious and varied food and drink is available for each pre-school child attending the pre-school service.

Compliance Information

The snacks served in the service were provided by parents/guardians. The food consumed was in keeping with healthy food choices and included fruit, sandwiches, crackers and yogurts. Water was the only drinks available in the service.

Part VI - Safety

Regulation 23 - Safeguarding health, safety and welfare of child

A registered provider shall ensure that all reasonable measures are taken to safeguard the health, safety and welfare of a pre-school child attending the service and that the environment of the service is safe.

Compliance Information

General Safety:

- The internal doors to the staff toilet and the community hall kitchen were secured and accessible to the staff only.
- The windows in the service were not accessible to the children and were at a height out of reach of the children.
- There were no full-length glass doors or low glazed panels that could cause an injury to a child.
- There were no highchairs in the service and all toys and play equipment assessed were safe and free from pinch and crush points.
- The shelving units were low and did not pose a risk of being pulled down by a child.
- The electric cables assessed were in good condition.
- The storage facilities were out of reach of the children and the waste was inaccessible.

Infection Control:

- There was warm water available in the sinks at the children's toilet and in the disability toilet, this allowed for comfortable hand washing by the children.
- There was warm water available also in the adult toilets.
- There was liquid soap and paper hand towels available at each sink and pedal operated bins available for the safe disposal of the contaminated hand towels.

- Children were observed to wash their hands with help if required before snack time and after outdoor play.
- The perishable items contained in the children's snacks were stored in the fridge and were handed out at snack time, this prevented contamination and the growth of potentially harmful bacteria.
- Tables were cleaned with suitable disinfectant before and after snack time.

Administration of Medication:

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

Safe Sleep:

- This service operates for three hours daily and no child sleeps in the service.

Fire Safety:

- The fire extinguishers were safely tethered to the wall in the hall and in the kitchen.
- The fire exit doors were not blocked by furniture.

Non-Compliance Information

General Safety:

1. The double fire exit door to the church side of the building was openable by a push bar, and on the day of the inspection the children were noted to play and run at this door which could open easily should they fall against it. Opening this door would allow children have unrestricted access to the church yard and to the main road, this may lead to a child being injured.
2. There was a vermin bait box accessible to the children in the outdoor area. The children being able to potentially have access to the contents may be dangerous to them if ingested.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. A new door and window have been ordered for the double doors to the Church side of the building these are to be installed within weeks. The purchase of the new door will remove the risk of the children being able to open the door.
2. The bait box has been removed and is no longer an area identified as a requiring vermin control boxes following consultation with the relevant company. .

Supporting documentation submitted

General Safety:

1. Assurances received on the corrective and preventive action form are accepted as proof that the doors will be replaced.

2. Photographic evidence of the bait box removed is accepted as evidence for same.

Summary Comment

Following the receipt of the corrective and preventive actions, the evidence received and the assurances from the registered provider the requirements for this regulation have been met. The door will be assessed on the next inspection.

Part VI - Safety

Regulation 26 - Fire safety measures

(1) A registered provider shall ensure that a record in writing is kept of-

(a) any fire drill that takes place in the premises, and

(2) The record referred to in paragraph (1) shall be open to inspection by-

(c) an authorised person.

(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

(2) (c) The records of the fire drills were available to the inspector when requested.

Non-Compliance Information

(1) (a) Although fire drills had taken place with the last drill taking place on 14.11.2024, the frequency of the fire drills was not sufficient to ensure that young children would be able to evacuate the building in the event of a fire as the fire drills had not been practiced monthly.

(4) The instructions on what to do in the event of an emergency were not displayed for the staff in the service. Not having the evacuation plan available to the staff may hinder the fast evacuation of the children and staff in the event of a fire.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1) (a) Fire drills have been completed for January and February. Monthly fire drills will be completed and the dates have been identified and placed on a notice.

(4) The fire evacuation procedures have been placed on a notice board within the service.

Supporting documentation submitted

- (1) (a) The list of dates for fire drills have been received along with the evidence that fire drills have been completed in January and February.
- (4) Photographs of the fire evacuation plan have been received.

Summary Comment

The requirements for this regulation have been met following receipt of the corrective and preventive action form and the evidence submitted.

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

Compliance Information

(c) The care room was appropriately heated with the care room temperature reading at 17.8°C at 9.45am. The lighting in the care room was adequate with natural lighting from the high windows and from fluorescent lights.

Ventilation was adequate through the doors and due to the large size of the playroom.