

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015CC241
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<b>Name of Service:</b>	Little Treasures
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<b>Address of Service:</b>	Elm Court, Gort an Óir, Castlemartyr, Cork, Co. Cork
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<b>Eircode:</b>	P25 Y684
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<b>Name of Registered Provider:</b>	Deirdre Linehan
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<b>Service type:</b>	Full Day, Part Time, Sessional
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<b>Date(s) of Inspection:</b>	28/07/2023
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<b>No of pre-school children:</b>	AM	25	PM	24
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate Administration Building St Mary's Health Campus Gurrabraher Cork T23X440
<b>Inspection undertaken by:</b>	Ms. M O'Reilly
<b>Title:</b>	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).

<b>Conditions if applicable</b>	Not Applicable
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### Description of service

Little Treasures is a registered privately owned early years' service in operation since 2006. This service provides education and care to children aged from 0 to 6 years offering full day care service, part time day care and a sessional service and for the children attending the Early Childhood Care and Education (ECCE) scheme. The current opening hours are from 8am to 6pm each day Monday to Friday.

The service operates from a purpose-built childcare facility located on the ground floor of an apartment complex in a residential estate in the rural village of Castlemartyr, Co Cork. There are four playrooms, one playroom was not in operation at time of inspection. (Cheeky Monkeys room is not in operation on a Friday during the summer months). There are two school aged care rooms, one of the two school aged care rooms was in operation at time of inspection). The service had one separate designated sleep room located beside Little Angels Room, administration office, entrance hall area, a kitchenette near the preschool room, a staff room, kitchen, storerooms, adult and children's toilet and nappy changing facilities. The service has a designated secure outdoor play area located beside the premise.

### Staffing

There are 14 staff in total. There were 11 adults present in the morning and a staff member commenced at 11:45 on day of inspection and there were 10 staff present in the evening. Of these 8 adults were working directly with the children plus the person in charge and the cook(morning only) and the adult catering for the school aged care children in attendance. The staff working directly with the children all hold a major award in Early Childhood Care and Education. The registered provider was not serviced based on day of inspection.

### 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 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.

### 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,
- (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

(2) A registered provider shall ensure that each employee, unpaid worker and contractor is suitable and competent taking into consideration the nature of the needs of children, including by-

- (a) consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,
- (b) consideration of references from reputable sources in the case of a person who has no past employers,
- (c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and
- (d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.

(4) A registered provider shall ensure that, without prejudice to the generality of paragraph (2) and subject to paragraphs (5) and (6), each employee working directly with children attending the service holds at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

#### Compliance Information

(1)

- (a) The service had named persons in charge and a named deputy that could deputise as required.
- (b) One of the persons in charge was present when the inspectors arrived at the premises and remained on duty until the end of the inspection. The registered provider called to the service for a short time to meet with the Inspectorate later in the morning.

(2)

The person in charge confirmed that eight adults had begun working at the service since the previous inspection undertaken on 07/07/21, therefore recruitment records in relation to these adults were reviewed. The adults were all working directly with the children.

(a) There were twelve references and required validations available on file from past employers in respect of the adults.

(b) There were four references and required validations from sources other than past employers in respect of the adults.

(c) A Garda vetting disclosure was available on file in respect of each of the eight adults.

(d) Police vetting records were present for two of the three adults that had lived outside the jurisdiction for a period of six months or more while over the age of 18 years.

(4)  
The eight adults that worked directly with the children held at least a major Award in Early Childhood Care and Education ranging from a Level 5 certificate to a Level 8-degree Early Childhood Care and Education

## Non-Compliance Information

(2)  
(d) There were no police vetting record on file for one adult who had worked outside the jurisdiction for a period of longer than six consecutive months.

## Corrective & Preventive Action submitted by the Registered Provider

In the written response the registered provider and the person in charge have stated the following:

### **Corrective and Preventive Action**

(2)(d) A copy of the required police vetting record is now on file. Management to ensure all vetting records are received and reviewed prior to an adult commencing in the service.

### **Supporting documentation submitted**

A copy of the required police vetting record was forwarded to the early years inspector and deemed satisfactory.

## Summary Comment

Correspondence forwarded to the Early Years Inspectorate was examined and deemed to meet the requirements of Regulation 2 (d) of the Child Care Act 1991 (Early Years Services) Regulations 2016.

### 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.*

*(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 person in charge ensured that there were an adequate number of adults working directly with the children.
- (2) (2) On the day of the inspection, there was the person in charge, one chef and one adult catering for the school aged care children, and 8 adults were working across the three care rooms in operation with 25 children present in the morning and 24 children present in the afternoon session and three school aged care children. During the period of inspection, the ratio of staff to children was maintained as per the regulations and an adequate number of adults were working directly with the children in each care room.

#### Little Angels room

There were 5 children in attendance in the morning and 6 in the afternoon. One infant was aged under 12 months and 4 children in the morning and 5 children in the afternoon were aged between one and two years with 3 adults in attendance.

#### Little Rascals Room

On day of inspection there were 5 children in attendance in the morning and in the afternoon aged between 2 and 3 years with two adults in attendance.

## Little Einsteins Room

There were 15 children in attendance in the morning and 13 children in the afternoon aged between 2 years and 8 months and 6 years. with 2/3 adults in attendance in the morning and in the afternoon.

## Cheeky Monkeys Room

Not in operation at time of inspection.

## School Aged Care Room

There were three children with 1 adult in attendance.

(8) (a)

On review of the staff roster there are always at least 2 adults on the premises at all times.

## 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 (i)

A sample portion of 15 children's registration forms. were reviewed and found to contain most of the elements of information as required by Regulation 15 (a), (c) to (g)+(i).

## Non-Compliance Information

(1)

(b)The date the child commenced in the service was not recorded in 6 of the sample of 15 child registration forms reviewed on day of inspection.

(h) There were no immunisation details recorded on many of the sample of child registration forms reviewed on day of inspection.

## Corrective & Preventive Action submitted by the Registered Provider

In the written response the registered provider and the person in charge have stated the following:

### **Corrective and Preventive Action**

(b) The date each child commenced in the service is now recorded in the child registration form.

(h)The immunisation status of each child has now been updated in all of the children's registration forms.

### **Supporting documentation submitted**

The statement from the registered provider is accepted as evidence.

## Summary Comment

Correspondence forwarded to the Early Years Inspectorate was examined and deemed to meet the requirements of Regulation 15 (1) (b)+(h) of the Child Care 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 preschool child on a daily basis

(i) details of staff rosters on a daily basis.

#### Compliance Information

(1)(h) There was a record on file that indicated the attendance of each child in the service on a daily basis.

#### Non-Compliance Information

(1)

(i) The information recorded on the weekly staff roster was considered insufficient.

The weekly staff roster did not indicate the following:

- the time staff went on breaks and the named person who relieved the staff in each room while on their break.

#### Corrective & Preventive Action submitted by the Registered Provider

In the written response the registered provider and the person in charge have stated the following:

##### **Corrective and Preventive Action**

(1)(i) The weekly staff roster now indicates the time each staff member takes break times and the named person who will relieve the staff while on their break.

##### **Supporting documentation submitted**

A copy of the staff roster was forwarded to the early years inspector and deemed satisfactory.

#### Summary Comment

Correspondence forwarded to the Early Years Inspectorate was examined and deemed to meet the requirements of Regulation 16 (1) (i) of the Child Care Act 1991 (Early Years Services) Regulations 2016.

### 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

- During mealtimes staff members were observed to assist the younger children when eating and drinking and engaging in social conversation with the children promoting a relaxed atmosphere.
- The service maintained a daily written record to provide information to parents in relation to daily update on food and drink intake, toileting and nappy changing, play activities and sleep.
- The adults were observed interacting and assisting the children in play and encouraging them to interact with each other.
- Children's toileting and hygiene needs were promptly and sensitively attended to. Self-toileting by the older children was encouraged. Children in nappies were attended to regularly.
- Children had sufficient space to move about freely indoors and outdoors.
- The adults were observed to be caring in their interaction with the children and observed to be interested in the children's activities and listened and spoke to them using soft tones of voice and positive language.
- Children's behaviour was managed in a competent and positive way and the adults were observed to support the children and handle any minor behavioural issues promptly. The adults supported children to be sociable and respectful towards each other and spoke and listened to them in a calm and sensitive manner.
- A mixture of adult led play and child directed play was facilitated through planning and having a variety of play equipment and materials available to the children.

### 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

- All food and snacks consumed on the premise is provided by parents and guardians.
- It was observed that children were provided with appropriate cutlery and crockery at snack and mealtimes.
- The older children attending the service had free access to their drinking water bottles.
- The perishable foods provided by the parents were observed to be refrigerated.

### 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:

- Access to the main entrance door was adequately secured that prevented unauthorised access by an unauthorised person or exit by a child.
- The play materials, resources and equipment were in a satisfactory condition.

##### Infection Control:

- 
- The children had access to sufficient toilets, wash hand basins and nappy changing facilities.
- The adults had their own designated toilet.
- A supply of cleaning agents and equipment was available in each room of the service.

##### Safe Sleep:

- Little Angels Room had a designated separate sleep room which were furnished with a number of standard cots with safety mattresses for children under two that required a sleep with individual accompanying bed linen.

- The older pre-school child's needs were met when stackable beds were set up in the Cheeky Monkeys Room for the children over two that required a sleep. There was a sufficient number of stacking beds available with designated suitable bed linen for children over two years who wanted a sleep while attending the service.
- It was observed when children were asleep, staff monitored the sleeping children. Physical checks of sleeping children were observed to take place every 10 minutes and a record of sleep checks was on file.
- It was observed when children were asleep, there was adequate space provided between the cots and stacking beds in the respective sleep rooms.
- There was a rest area in each of the playrooms for children to relax or for children to opt out of activities for a while during the day.

### Fire Safety:

- A record of monthly fire drills was presented for examination.
- Most of the fire exits were noted to be free from obstruction.

### Non-Compliance Information

#### General Safety:

1. The leather chair for adults in Little Angels room had a number of areas where the foam underneath was exposed which had the potential risk of causing injury to a child if ingested by one of the children.

#### Infection Control:

2. On the Inspectorate arrival to the service there was no instantaneous supply of thermostatically controlled hot water in the wash hand basins in the toilets, nappy changing rooms and playrooms of Little Angels and Little Rascals Rooms.
3. The children had access to open refuse bins in the children's toilets for Little Rascals, Cheeky Monkeys and Little Einsteins Room therefore increasing the potential risk of cross infection.
4. The children had access to the 5/6 floor brushes stored in the children's toilet facilities for Little Rascals and Cheeky Monkeys Rooms increasing the potential risk of cross infection.
5. Some play equipment for the children in Little Angels Room was openly stored in the lobby area of the nappy and toilet facilities increasing the potential risk of cross infection.

### Fire Safety:

- The emergency fire exit door in Little Angels sleep room was obstructed by an infant cot on the Inspectorate arrival to the service. This was brought to the attention of the person in charge, the infant cot was removed from in front of emergency fire exit door. The issue was dealt with at time of inspection and the emergency fire exit door and the emergency fire exit route in Little Angels Room sleep room is now unobstructed at all times while the service is in operation.

### Action submitted by the Registered Provider

In the written response the registered provider and the person in charge have stated the following:

### Corrective & Preventive Action

#### General Safety:

- The Inspectorate advised the person in charge at time of inspection, to reduce the potential risk of injury to the children in attendance to either remove or cover the exposed areas of the leather chair where the foam was protruding. The exposed areas of the leather chair in Little Angels were covered therefore the issue was rectified at time of inspection.

#### Infection Control:

- Following a review by the plumber there is now an instantaneous supply of thermostatically controlled hot water in the wash hand basins in the toilets, nappy changing rooms and playrooms of Little Angels and Little Rascals Rooms.
- New refuse bins have been purchased for the children's toilets for Little Rascals, Cheeky Monkeys and Little Einsteins Room
- The children now have no access to the floor brushes for Little Rascals and Cheeky Monkeys Rooms as they are stored securely out of children's reach.
- The Inspectorate advised the person in charge at time of inspection, to reduce the potential risk of cross infection that no play equipment for children should be openly stored in this area. At time of inspection, the play equipment and materials that was openly stored in this area was removed therefore this issue was rectified at time of inspection.

#### Fire Safety:

- The issue was dealt with at time of inspection.

## Supporting documentation submitted

### General Safety:

1. This issue was rectified at time of inspection.

### Infection Control:

2. The statement from the registered provider is accepted as evidence.
3. Photographic evidence of the invoices for the newly purchased bins was forwarded to the early years inspector and deemed satisfactory.
4. Photographic evidence of the brushes stored out of children's reach was forwarded to the early years inspector and deemed satisfactory.
5. This issue was rectified at time of inspection.

### Fire Safety:

6. This issue was rectified at time of inspection.

## Summary Comment

Correspondence forwarded to the Early Years Inspectorate was examined and deemed to meet the requirements of Regulation 23 of the Child Care 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

(1) A number of staff had in date First Aid Responder certificate (FAR)

(2)

(a) The first aid boxes were safely stored out of children's reach in each of the rooms.

(b) The fully equipped first aid boxes were available at all times to adults if in the event that a child may require treatment.

### Part VI - Safety

#### Regulation 26 - Fire safety measures

- (1) A registered provider shall ensure that a record in writing is kept of-
- (a) any fire drill that takes place in the premises, and
  - (b) the number, type and maintenance record of firefighting equipment and smoke alarms in the premises.
- (4) A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the premises.

#### Compliance Information

- (1)
- (a) A record of monthly fire drills carried out was available and indicated that the last fire drill took place in July 2023
  - (b) A record of the number, type and maintenance record of firefighting equipment was maintained. It was recorded that the fire equipment was last serviced on the 02/12/2022 and the emergency fire alarm system was last tested and serviced on the 16/02/2023.
- (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 services' insurance certificate was available on the premises and demonstrated that the service was adequately insured. The information provided on the insurance certificate included details of the number of children covered which was 50, the start date, which was 28 March 2023, the end date, which was 27 March 2024 and the name and address of the premises. The insurance cover also referred to details regarding, contents, public liability and fire and theft cover.

### Part VII - Premises and Space Requirements

#### Regulation 29 - Premises

*A registered provider shall ensure that the premises of the service are-*  
*(d) cleaned, maintained and repaired, as required, and*

#### Compliance Information

(d)The outside wall of the entrance area had been painted since the last inspection

#### Non-Compliance Information

- (d)
1. There were a number of stained ceiling tiles not in a proper state of repair in the lobby area of Little Angels Room.
  2. The children had access to a wall in one of the children's toilets for Little Rascals Room that the paint had been removed and the wall underneath was exposed making it difficult to clean.

#### Corrective & Preventive Action submitted by the Registered Provider

In the written response the registered provider and the person in charge have stated the following:

#### Corrective and Preventive Action

- (d)
1. The ceiling tiles have been replaced with new ceiling tiles in the lobby area of Little Angels Room.
  2. The wall in the children's toilets in Little Rascals Room has been sanded and painted providing a smooth durable easily cleanable surface.

#### Supporting documentation submitted

1. Photographic evidence of the new ceiling tiles in the lobby area of Little Angels Room was forwarded to the early years inspector and deemed satisfactory.
2. Photographic evidence of the newly painted wall in the children's toilet in Little Rascals Room was forwarded to the early years inspector and deemed satisfactory.

#### Summary Comment

Correspondence forwarded to the Early Years Inspectorate was examined and deemed to meet the requirements of Regulation 29 (d)1, of the Child Care Act 1991 (Early Years Services) Regulations 2016.