

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015CC243
--------------------------	-------------

<b>Name of Service:</b>	Little Treasures Pre school
-------------------------	-----------------------------

<b>Address of Service:</b>	Boys National School, West End, Newmarket, Co. Cork
----------------------------	---

<b>Eircode:</b>	P51 CP23
-----------------	----------

<b>Name of Registered Provider:</b>	Bernadette O'Connor
-------------------------------------	---------------------

<b>Service type:</b>	Sessional
----------------------	-----------

<b>Date(s) of Inspection:</b>	17/06/2024
-------------------------------	------------

<b>No of pre-school children:</b>	AM	5	PM	N/A
-----------------------------------	----	---	----	-----

<b>Address of the Early Years Inspectorate:</b>	13 Market Square, Mallow, Co Cork.
---	------------------------------------

<b>Inspection undertaken by:</b>	F Collins
----------------------------------	-----------

<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>	N/A
---------------------------------	-----

### Description of service

Little Treasures pre-school is a privately run sessional pre-school service located in the Boys National School on the outskirts of Newmarket in North Cork. The service is operated from a single room in the national school and has use of the schools', children's and adult toilets. The service has daily access to the outdoor playground. The service is registered to accommodate 20 children and has eight children registered to attend this academic year. There were five children present on the day of inspection. A service is provided to children aged between 2 years and 5 years. The service is open from Monday to Friday between 09:10 and 12:10 hours.

### Staffing

The service is staffed by two qualified adults, one of whom is the registered provider.

### 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, 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) There was a named person in charge who was the registered provider, in the service when the inspector arrived and remained in the service for the duration of the inspection.
- (b) The roster indicated that there was a person in charge on the premises at all times during the operation of the service.
- (2) There were two staff working in the service and their files were assessed:  
Of the two files assessed four references were required:
- (a) Not applicable as all references were available from sources other than past employers.
- (b) Of the four validated references required all four were available from a source other than a past employer.
- (c) In both staff files assessed the required Garda Vetting disclosure was available for all both staff and were dated within the last three years in line with Regulatory Notice EYI-RN12.3, Renewal of Garda Vetting.
- (d) Not applicable as police vetting was not required for any adult working in the service.
- (4) Both staff were appropriately qualified between Level 5 and Level 6 on the National Qualifications Framework.

## Part III – Management and Staff

### Regulation 10 - Policies, procedures etc. of pre-school service

*A registered provider of a pre-school service shall ensure that the written policies, procedures and statements specified in Schedule 5 are in place for the service.*

## Compliance Information

The following policies and statements were assessed and were in keeping with best practice:

- The statement of purpose and function.
- The complaints policy.
- The policy on outdoor play.

### 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 two adults working directly with five pre-school children attending on the day of inspection.

### 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 basic needs of the children were met in the service.

- The children ate and drank at snack time and no child indicated they required food before this time. The children were encouraged to drink additional water as it was a warm day.
- Snack time was scheduled and children were supported to transition to snack time by tidying up their activities. Snacks were healthy and there were drinks of water available to the children at all times.
- The children all went to the toilet at scheduled times due to access via the school corridor. The children were used to this and on the day of inspection did not indicate the need to use the toilet between these times.
- The faces of the children were cleaned as necessary after snack time.
- The children wore bibs when going outside to play with sand and water.

- There was a rest area available to the children and this consisted of a soft couch and was located in an area beside the library to allow the children to rest and relax when required. Children also brought over chairs after snack time to this area to read a book and wait for the next activity.
- The mobility of the children was encouraged with children moving about freely throughout the room.

### **SUPPORTING RELATIONSHIPS AROUND CHILDREN:**

- The registered provider met with the parents/guardians each morning at drop off and again at collection time.
- The children received the support they required from the staff in the room. Staff sat at different tables and assisted with the group activity taking place at that table. The children were observed to move from one area to the other to an activity that interested them.
- Both staff sat at the table at snack time and helped the children with their food and also held conversations about the day, the food, the upcoming circus locally and about the summer holidays.
- Transitions were managed well with staff informing children when they were having snack or going to the toilet or preparing for going outside. Children appeared to be aware of the morning's routine and what to expect next.

### **PHYSICAL AND MATERIAL ENVIRONMENT:**

- The indoor environment was set up into areas of interest, accessible shelving with adequate resources for the numbers of children attending was available to them. This equipment included Montessori equipment, shape sorters and arts and crafts equipment. The areas of interest included dress up area, garages, sheds and farm animals, a home corner with a cooker and dolls for playing. These areas encouraged imaginative play.
- The space was uncluttered and free from any excess equipment which allowed the children to independently choose their activity from an area that interested them.
- The indoor environment consisted of a large playroom. The playroom consisted of two child sized tables with suitable height chairs, where the children were observed to sit at a comfortable height for table top activities and for snack time.
- Tabletop activities of building blocks, matching games, jigsaws, small and large bricks and shape sorters were carried out with support and encouraged fine motor movement and coordination.

## PROGRAMME OF ACTIVITIES

- The staff had a schedule of what activities would be done daily. There was a schedule in place and the children were aware of what activities inclusive of going outdoors and when snack time was happening. The children appeared happy with the schedule.
- The children were observed to have the opportunity to learn through play, their gross motor development was supported through outdoor play. Their fine motor development was supported through play with arts and crafts, colouring and when building blocks and using shape sorters.
- Their sensory development was supported through the use of sand, water outside.
- Language development was throughout the session with talking one to one, talking with peers and when telling stories.

## 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 door in the school to the care room was secured with an electromagnetic lock and the door along the corridor in the school was also secured with an electromagnetic lock when the school started in the morning.
- The windows in the service were at a height not accessible to the children.
- There were no patio 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 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 secured by child proof locks.
- Cleaning agents were stored in the secured presses.
- Risk assessments of the care room, of the toilets and of the outdoor area were completed daily.

##### Infection Control:

- There was hot water available in the sinks at the children's toilet recorded, in the adult toilet and in the sink in the care room.
- There was liquid soap hand towels and pedal operated bins available for the safe disposal of the contaminated hand towels.
- 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.
- The cleaning schedule was maintained and this was recorded daily/weekly.
- Tables were cleaned with suitable disinfectant before and after snack time.

##### Administration of Medication:

- No medication had been recorded as administered in the service.

### Safe Sleep:

- As the service operates as a sessional service, there is no provision for sleep during the three hours of operation.

### Fire Safety:

- The fire extinguishers were safely tethered to the wall on the main school corridor.
- The exit doors were not blocked.

## 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) The registered provider insured that two staff were trained in first aid responder (FAR) and were immediately available to the children.

(2) (a) There was a first aid box stored below the sink in the care room

(b) This first aid box was available to the children attending the pre-school at all times.

### Non-Compliance Information

(2) (a) The sterile eye dressings were out of date and no longer suitable for use in the event they were required.

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

#### Corrective and Preventive Action

(2) (a) Sterile eye dressings have been replaced and the registered provider has committed to checking the first aid box monthly.

#### Supporting documentation submitted

(2) (a) A photograph of the newly purchased eye pads has been received.

### Summary Comment

The requirements for this regulation have been met.

## 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.
- (2) The record referred to in paragraph (1) shall be open to inspection by-
- (a) a parent or guardian of a pre-school child attending or proposing to attend the pre-school service,
  - (b) an employee, and
  - (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

- (1) (a) The fire drills that took place in the service were all recorded with the last fire drill taking place on the 05.06.2024 with evidence that drills took place monthly observed.
- (2) (c) The records as referred to above were available for review on the day of inspection.
- (4) The instructions on what to do in the event of an emergency were detailed and this notice was hanging beside the exit door.

### Non-Compliance Information

- (1) (b) The firefighting equipment (Fire extinguishers) were last serviced in Feb 2023. The smoke detection system was last serviced on 21.04.2023. Not ensuring the fire detection and firefighting equipment are serviced at least annually may allow for the equipment or the alarm not to work effectively in the event of a fire.

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

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

- (1) (b) The fire extinguishers have been serviced on 20.06.2024. the registered provider has committed to ensuring that the fire safety equipment and alarms are serviced annually and will get the certificates from the school principal.

### **Supporting documentation submitted**

(1) (b) The certificated for the servicing of the fire extinguishers has been received.

### **Summary Comment**

The requirement for this regulation has been met.

## 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 as a sessional service. The expiry date of the insurance was 27.11.2024.

## Part VIII - Notifications and Complaints

### Regulation 32 – Complaints

*(1) A registered provider shall ensure that the complaints policy of the service specifies-*

- (a) the procedure to be followed by a person for the purposes of making a complaint in relation to the service,*
- (b) the manner in which such a complaint shall be dealt with, and*
- (c) the procedures for keeping a person who makes such a complaint informed of the manner in which it is being dealt with.*

*(2) A registered provider shall ensure that-*

- (a) a record in writing is kept of a complaint made to the provider in respect of the pre-school service, and*
- (b) the complaint is duly dealt with in accordance with the provider's complaints policy.*

### **Compliance Information**

- (1) The registered provider has a comprehensive complaints policy.
- (2) The registered provider has not received any verbal or written complaints which to assess.