

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015CC297		
<b>Name of Service:</b>	Naíonra Phobail an Sciobairín CTR		
<b>Address of Service:</b>	Gort na Cloiche, An Sciobairin, Co. Cork		
<b>Eircode:</b>	P81 HY67		
<b>Name of Registered Provider:</b>	Aisling Ni Neill		
<b>Service type:</b>	Part Time, Sessional		
<b>Date of Inspection:</b>	13/02/2024		
<b>No of pre-school children:</b>	AM	38	PM 21
<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Social Work Dept. Hospital Grounds, Coolnagarrane, Skibbereen P81 PD78		
<b>Inspection undertaken by:</b>	Margaret Carney		
<b>Title:</b>	Early Years Inspector		
<b>Authority to Inspect</b>			
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

Naíonra Phobail an Sciobairín CTR is a community based early years setting which is registered to provide a part time and sessional care and education for children aged from 2 to 6 years.

It operates from 08:50am to 13:50pm.

The service operates from a static cabin situated in a sport court within a school campus just outside Skibbereen in west Cork.

It provides 2 large playrooms, toilet facilities, office and a kitchen. The children have secured access to the surrounding asphalt court for outdoor play.

There is sufficient car parking alongside the premises to allow for the safe arrival and departure of the children with their families.

### Staffing

There are 7 adults attached to the service and this includes the manager and 6 childcare professionals.

Quality Qualifications Ireland (QQI) in childcare training were available for each staff member ranging from Level 5 to Level 8.

### Methodology

Tusla's Early Years Inspectorate is the independent statutory regulator of early years services in Ireland. The Childcare 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 manager, staff and children who were present on the day of the inspection.

## Part II - Registration and Register

### Regulation 8 - Notification of change in circumstances

*(1) A registered provider of a pre-school service other than a temporary pre-school service shall, subject to paragraph (3), notify the Agency in writing of any proposed change in the details in relation to the pre-school service contained in the register pursuant to section 58C (2) of the Act or Regulation 7(2) at least 60 days before it is proposed that the change would take effect.*

### Compliance Information

(1) In conversation with the manager it was reported that there were no changes to service provision that required a notification to the Agency.

### 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 registered provider had employed a manager and a deputy to deputise as required.

(b)

The manager and the deputy were available on the day to facilitate the inspection process.

Review of the staff roster indicated that both adults were present on the premise whilst the service was operating.

(2)(a) & (b)

There were 7 adults attached to the service. Each of their personal files were reviewed and the following information was obtained -

There were 14 written past employer references on file with the appropriate records of validation attached.

(c)

There were 7 up to date Garda vetting disclosures on file.

(d)

Police vetting was not required for the staff members as they had not lived or worked outside the jurisdiction of Ireland for a period of 6 consecutive months, or longer.

(4)

Each staff member had Quality Qualifications Ireland (QQI) certification in childcare training from Level 5 to Level 8.

## 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 healthy eating policy, the policy on infection control, the administration of medication policy and the outing policy were reviewed; each policy was found to contain the required information and were therefore compliant.

### Part III – Management and Staff

#### Regulation 11 - Staffing levels

*(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.*

#### Compliance Information

(2) The service was categorized as a part time and sessional service. There was an adequate number of adults working with the children as described below –

##### The junior room

There were 21 children aged from 2 years and 8 months to 3.5 years present on a sessional basis, 9 of which were availing of part time provision. There were 3 adults present.

##### The senior room

There were 17 children aged 3.5 to 5 years attending this room on a sessional basis, with 12 availing of part time care. There were 3 adults in attendance.

The adult child ratios were correct.

### 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 sample of 18 enrolment forms were reviewed to ensure that they contained the above information. The following subsections of the Regulation were found to be compliant –
- (a) the name and date of birth of the child;
  - (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;
  - (i) written parental consent for appropriate medical treatment of the child in the event of an emergency.

### Non-Compliance Information

- (1)  
(b) The date the child started attending the service was not recorded on 5 enrolment forms.  
  
(h) Immunisation details such as dates received were not detailed on 3 forms.

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

#### **Corrective and Preventive Action & Supporting Documentation Submitted**

(1)(b) & (h)

The manager stated that the required information has immediately been inputted. Going forward the manager in conjunction with the room leaders shall check the enrolment forms on their return to ensure that the necessary information has been obtained.

### Summary Comment

The Requirement has been suitable met.

### 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;*

*(i) details of staff rosters on a daily basis;*

*(j) details of any medication administered to a pre-school child attending the service with signed parental consent;*

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

#### Compliance Information

- (1)
- (h) Each playroom had a register for the recording of the children’s daily attendance.
- (j) Details of staff rosters were reviewed and found to be maintained.
- (j) The service provided each playroom with a logbook to record any administered medications received by a child attending the service. The logbook had been developed by an agency affiliated to childcare which included the required information. There were no entries.
- (k) The service provided each care room with an accident/incident recording logbook that again, had been developed by an agency affiliated to childcare settings. The senior room’s most recent entry had been recorded on the 09 February 2024, which involved a minor incident. The junior room’s most recent entry was logged on the 07 February and this involved a minor fall by a child.
- The entries had been counter signed by the parents to evidence that the information had been passed on.

### Part IV – Information and Records

#### Regulation 17 – Information for parents

*A registered provider shall ensure that a parent or guardian of a child proposing to attend the service is provided with the information referred to in subparagraphs (a) to (g) of Regulation 16(1).*

#### Compliance Information

In conversation with the manager, it was stipulated and evidenced that information regarding the service was available in hard copy and could be provided by email to any prospective parent or guardian proposing to join the service.

The information included the subsections of Regulation 16(1) (a) to (g).

### 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 implemented a healthy eating policy whereby the parents and guardians provided their children with all their food and drink items.
- This was adhered to as observed by the healthy food items observed being eaten during the main meal. There were cold meat sandwiches, cheese wraps, fruits and chopped vegetables, sweetcorn portions and yogurts.
- Each child had their own water bottles for drinks.
- As the service was categorized as a part time service, children availing of this provision were offered an additional meal at 13:00pm.
- Children were given sufficient time to eat and converse with their friends.
- The children had access to sufficient toilet facilities which were situated abutted to the playrooms, this allowed for independent toileting and had washing.

- Staff members gently reminded the correct hand washing technique whilst supervising the younger children.
- Tissues were available for nasal hygiene.
- Spare clothes were stored for the children in the event of spillages.
- Art aprons were available for the children to wear to protect their clothes during painting and messy play.
- Each child had their own coat hooks and cubby space for the storage of their personal items and arts and crafts to be taken home.
- The children had sufficient clear floor space to enjoy scheduled activities, lunch and socialisation and free play.
- In addition, the children had direct access to a secured spacious outdoor playground for a change of scenery and to participate in robust gross motor skill play.
- In both playrooms the children were observed to be relaxed, happy and eager to participate in the day's activities.

### Physical and Material Environment –

- Naíonra Phobail an Sciobairín operated from a static cabin which provided 2 spacious playrooms; they were clean, brightly decorated and well maintained.
- Ambient room temperatures measured between 18 and 19.2 degrees Celsius.
- Each playroom had 5 windows with openable sunlights which provided natural light and ventilation. Strip lights provided additional lighting.
- Both rooms were furnished with sufficient child sized tables and chairs which were clean and well maintained.
- There were many low open display shelving units so that the children could freely access the wide range of play materials and resources.
- The playrooms were laid in a thematic manner with areas devoted to imaginative/pretend play such as well-equipped home corners, hairdressing stations, dress up, dolls, cribs and buggies, shops and work benches.
- Tabletop activities included small construction, threading, peg boards and Montessori resources and were freely available for the children to practice fine motor skill movement.
- There were generous supplies of arts and crafts for the children to experiment and master their creativity talents.

- The children were observed completing a colouring exercise to depict the ingredients and methods used for cooking pancakes.
- Colourful murals adorned the walls such as the tree and reading scene. There was a farm collage, birthday charts and caterpillar art works displayed. Tulips were painted on the windows.
- The junior room had designated a corner for rest which was furnished with a low couch and soft toys. A wall mounted book bracket displaying age-appropriate picture books were situated close by to encourage literacy.
- The children had direct access to a secure asphalted playground. A newly installed climbing frame offered the children many gross motor skill opportunities such as climbing, sliding, swinging and balance activities. Critical fall matting had been installed for the children's comfort and safety.
- The service had a large shed which stored the wide range of outdoor activities.
- Raised beds displayed the children's planting of spring tulips.
- On the day of the inspection the children did not use the outdoor play area as the weather was not favourable; in addition, there was great excitement as pancakes were to be cooked in celebration of Pancake Day.

### Supporting Relations Around the Children

- The staff members were observed to interact with the children in a positive and reaffirming manner, they were kind, patient and engaged using only low tones and good eye contact with the children. In turn, the children were familiar and friendly with the adults.
- Toileting and caring practices were quietly and respectfully conducted.
- The manager reported that the staff members had undertaken a wide range of courses and training to enhance both their childcare skills and practices; for example, lámh training and inclusion courses. In addition, the manager stated that Better Start Quality Development service had been invited to the service to train and advise staff members in respect of natural outdoor play opportunities.
- It was stated and evidenced by minutes maintained that monthly staff meeting was conducted to discuss service issues and planning curriculum topics.
- Staff supervision and opportunities for development were also timetabled.

## Implementation of the Programme of Care

- The service implemented a Naíonra pedagogy with play-based aspects that duly incorporated children's emerging interests within an Aistear context.
- Daily timetables were displayed which evidenced that ample time was allowed for free play, structured activities, circle time meals and socialisation.
- Templates were displayed with written medium- and long-term planning of the curriculum in each playroom.
- Workbooks and checklists were seen to evidence that the children's observations were maintained. It was stated by the manager that parents and guardians were invited in to discuss their children's progress.

## Non-Compliance Information

1. There was not a suitable rest area developed in the senior room to allow the children to opt out of scheduled activities, to rest and relax within a comfortable environment if they so wished. Although there was a confined area dedicated for rest which was situated beneath the staff work counter it was not suitable for the number of children present.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action & Supporting Documentation Submitted

1. The manager stated suitable and cosy rest area has been developed in the corner of the senior room; mats have been provided to allow the children to rest as they so wish.

A photograph of the rest area was submitted.

## Summary Comment

Documentation in the form of photographs were submitted to evidence that the non-compliance had been suitably actioned. They were reviewed and found to be satisfactory.

The Requirement has been met.

## 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 service had a healthy eating policy that requested that parents and guardians were to provide their children with all their food and drink requirements.
- Lunches seen being eaten were healthy and nutritious, varied and suitable.
- Plates and cutlery were available for the children's use at lunch time.

#### Non-Compliance Information

1. The staff members did not sit with the children during lunch which was at variance with the service policy.
2. The children did not have access to their water bottles as they were stored in their bags.

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

##### **Corrective and Preventive Action & Supporting Documentation Submitted**

1. The manager stated that the staff members now sit with the children during the lunch meal.
2. The children are now supervised and reminded to take their water bottles from their bags on a daily basis and store them on an accessible table so that they may help themselves to drinks when they are thirsty.

Photographs of the above actions were submitted.

#### Summary Comment

The Requirement has been met.

### 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 main entrance was suitably secure so that the children could not leave the premises unsupervised and unauthorised access was restricted.
- Internal doors leading to the kitchen, the office and the adult toilet were secured so that the children did not have access to potentially hazardous objects.
- The emergency exits were unobstructed.
- Staff members personal belongings were stored out of reach of the children.
- Cables and flexes were not accessible to the children.
- cleaning products were not accessible to the children.
- Storage units were suitably anchored to prevent falling on the children.
- Toys, play materials and equipment were visually in good condition without any pinch points or sharp edges.

##### Infection Control:

- The service appeared to be clean and well maintained; the manager reported that the staff were responsible for all cleaning tasks.
- Sanitising units were suitably placed for adult use.
- Good hand washing practise were observed with children washing hands after toileting and prior to lunchtime.
- The children had access to 2 separate toilet stalls and 2 wash hand basins in each playroom.
- Liquid soap, paper towels and thermostatically controlled hot water which registered at 32 degrees Celsius was available for hand washing purposes.
- Well placed hand washing posters reminded the children of the correct hand washing technique.
- There were additional sink units in the playrooms for additional hand washing and cleaning up after play activities.
- Tables were sanitised after play and prior to lunch.
- Tissues were available for nasal hygiene.

- Non-contact pedal operated bins were in use.
- The adults had access to their own toilet which was clean and well maintained.
- A wall mounted nappy changing table was situated in the adult toilet for use by the children if required, it was clean and in a good state of repair.
- High shelving stored individual items such as nappies and toiletries.

### Administration of Medication:

- In conversation with the staff members, it was established that they were familiar with the procedures that are to be followed in the event of a child requiring medications.
- It was reported by the manager that there were no children currently attending the service that required medications.

### Safe Sleep:

- The service was categorized as a part time service and was required to provide a sleep facility. There were 3 stackable beds with individual linen for use by the children if a sleep was required

### Fire Safety:

- The fire doors were unobstructed.
- Fire cylinders were tethered to the walls.
- In conversation with the manager it was reported that staff were familiar with the procedures that are required to be followed in the event of a fire

### Outing:

- The manager stated that outings had resumed since the Covid pandemic and trips had been enjoyed to the local art centre, library, ad sports centre. Precautions were in place to ensure the children's safety, for example the correct adult child ratios and measures were in place in the event of a child missing.

### Non-Compliance Information

1. The wall mounted sensor operated paper dispensers in both rooms were not working correctly. Rolls of blue paper were situated in the playrooms or out of reach of the children which posed a risk of cross infection.

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

#### Corrective and Preventive Action & Supporting Documentation Submitted

1. The manager stated that a new multifold hand towel has been purchased and installed for the children to use.

A video of the newly purchased hand towel dispenser was submitted to demonstrate installation and use.

## Summary Comment

The submitted information was reviewed and found to satisfactorily meet the non-compliant section of Regulation 23.

## 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)  
There were 2 adults on the premises with up to date certified first aid responder training (FAR) with expiry dates of May and June 2024.

The remaining 5 staff members had first aid training with a paediatric component on file.

(2)(a) & (b)

Each playroom had their own well stocked first aid boxes which were stored out of reach of the children but accessible to the staff members.

### 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) Each playroom displayed a template which recorded the monthly drills that had been carried out; they were reviewed, and it was recorded that the most recent drill was completed on the 31 January 2024. The number of children and adults present and how long the event took to complete was all detailed.
- (b) A record was displayed in the lobby of the number, type, and maintenance record of the firefighting equipment and smoke alarms. The most recent serried out on the 21 November 2023.
- (4)
- A fire evacuation plan was displayed in each playroom which illustrated the evacuation route which is to be taken in the event of a fire.
- The fire assembly point was clearly signposted.

### Part VI - Safety

#### Regulation 28 - Insurance

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

#### Compliance Information

An insured certificate was displayed in the lobby which detailed that the service was insured to cater for up 44 children at any one time.

The expiry date was 31 August 2024.