

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015CC372
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<b>Name of Service:</b>	Small Ones
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<b>Address of Service:</b>	10 Woodview Lawn, Saleen, Midleton, Co. Cork
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<b>Eircode:</b>	P25 F754
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<b>Name of Registered Provider:</b>	Carol Murray
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<b>Service type:</b>	Part Time
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<b>Date(s) of Inspection:</b>	25/09/2023
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<b>No of pre-school children:</b>	AM	14	PM	N/A
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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. 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

Small Ones is a registered privately-owned, part-time early years service, catering for children from 2 to 6 years. At time of inspection the children were aged from 2 years 10 months to 5 years attending the Early Childhood Care and Education Scheme (ECCE). While the service is registered as a part time service, the service is currently offering a morning sessional service only. The service provides a school aged care service each evening from 1:30pm to 5:30pm each day Monday to Friday. Small Ones operates from one room located in the registered providers private residence. The service is located in a residential estate in the village of Saleen, Co Cork. There is one playroom and there are adequate toilet facilities for the children and the adults. The outdoor play area is located beside the playroom. The current opening hours of the early years service is from 9am to 12 each day Monday to Friday. The registered provider is in the process of informing the early years registration office of the changes to the service details.

### Staffing

There were two staff, and the registered provider is the named relief person. The staff working directly with the children all hold a major award in Early Childhood Care and Education. The registered provider is not serviced based.

### 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 person in charge, staff and children who were present on the day of the inspection.

## Part III – Management and Staff

### Regulation 9 – Management and recruitment

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

- (a) the service has a designated person in charge and a named person who is able to deputise as required,*
- (b) at all times during the period when the pre-school service is being carried on, the designated person in charge or the named person referred to in subparagraph (a) is on the premises, and*
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.*

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

- (a) consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,
- (b) consideration of references from reputable sources in the case of a person who has no past employers,
- (c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and
- (d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.
- (4) A registered provider shall ensure that, without prejudice to the generality of paragraph (2) and subject to paragraphs (5) and (6), each employee working directly with children attending the service holds at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

### Compliance Information

- (1)
- (a) The service had a named person in charge and a deputy that could deputise as required.
- (b) The named person in charge was present when the inspectors arrived at the premises and remained on duty until the end of the inspection.
- (2)
- The person in charge confirmed that there were three adults in total working in the service One of the adults was new and had commenced since the previous inspection undertaken on 11/05/21. Recruitment records in relation to the three adults were reviewed.
- (a) There were three references and required validations available on file from past employers in respect of the three adults.
- (b) There were three 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 three adults.
- (d) Not applicable as none of the three adults had lived outside the jurisdiction for a period of six months or more while over the age of 18 years.
- (4)
- The three adults that worked directly with the children held a major award from Quality and Qualifications QQI Level 6 in Early Childhood Care and Education.

### 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, provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.*

#### Compliance Information

- (1) The person in charge ensured that there were an adequate number of adults working directly with the children.
- (2) On the day of the inspection, there was the person in charge and one adult with 14 children present in the morning. 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 the care room.

(8) (a)

There were two 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 17 children's registration forms. were reviewed and found to contain the elements of information as required by Regulation 15 (a) to (i) inclusive.

### 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

##### SUPPORTING RELATIONSHIPS AROUND CHILDREN:

- 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 and natural materials available to the children. Lots of positive interactive was observed while the children were playing outdoors in group and single play activities.

### 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 playroom and communal areas were adequately ventilated by both natural and mechanical forms of ventilation.
- The children had access to sufficient toilets and wash hand basins.
- The adults had their own designated toilets.
- A supply of thermostatically controlled hot water, liquid soap, paper towels were available throughout the service.
- A supply of cleaning agents and equipment was available in each room of the service.

## 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) One staff member had in date First Aid Responder certificate (FAR)

(2)

(a) The first aid box was safely stored out of children's reach in the room.

(b) The fully equipped first aid box was 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 fire fighting equipment and smoke alarms in the premises
- (4) A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the premises.

#### Compliance Information

- (1)
- (a) A record of monthly fire drills carried out was available and indicated that the last fire drill took place in September 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 28/08/2023 and the emergency fire alarm system was last tested and serviced on the 17/07/2023.
- (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 for a part time service. The information provided on the insurance certificate included details of the number of children covered which was 22, 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.