

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015CN015
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<b>Name of Service:</b>	Carealot Daycare
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<b>Address of Service:</b>	Corgreagh, Tullyvin, Cootehill, Co. Cavan
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<b>Eircode:</b>	H16 HX93
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<b>Name of Registered Provider:</b>	Maura Comiskey
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<b>Service type:</b>	Full Day Care
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<b>Date(s) of Inspection:</b>	26/03/2024
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<b>No of pre-school children:</b>	AM	18	PM	17
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<b>Address of the Early Years Inspectorate:</b>	Family Resource Centre, Commons Road, Navan, Co. Meath.
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<b>Inspection undertaken by:</b>	C Tunney
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<b>Title:</b>	Early Years Inspector
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### Authority to Inspect

The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(J) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).

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

Carealot Day Care is a privately operated Early Years' Service located in a rural area in Tullyvin Co. Cavan. The childcare service provides full day care, part time and a sessional service to children aged from 0 years to 6 years. The service operates from 08:00hrs-17.00hrs Monday to Friday and participates in the Early Childhood Care and Education (ECCE) scheme. There are two pre-school rooms, namely The Toddler Room and the Pre-school Room. The curriculum is facilitated in the outdoor area in respect of children attending the Pre-school Room. Other facilities include a kitchen, office, and sanitary facilities. An all-weather surfaced outdoor play area is located to the side and back of the pre-school. Adequate parking is available to the front of the pre-school to facilitate parents.

### Staffing

Five staff members are employed in the service, including the registered provider. The registered provider is service 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

The inspection focused on an examination of compliance under Regulation 9 Management & Recruitment, Regulation 11 Staffing Levels, Regulation 15 Record of Pre-School Child, Regulation 16 Record in relation to Pre-school Service, Regulation 19 Health, Welfare & Development of Child, Regulation 21 Equipment and Materials,

Regulation 23 Safeguarding Health, Safety and Welfare of Child, Regulation 24 Checking In and Out and Record of Attendance, Regulation 25 First Aid and Regulation 26 Fire Safety Measures. The findings are outlined within the relevant regulations within this report. The two pre-school rooms in operation on the day of inspection were inspected.

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) The registered provider had identified a manager and a named person to deputise as required.

(b) The registered provider was present on arrival of the inspector and remained throughout the period of inspection.

(2) The registered provider confirmed there are 5 staff members employed in the service, these 5 staff files were reviewed.

(a) Five written past employer references were available and validated.

(b) In the absence of past employer references, five references from a source other than an employer were available and validated.

(c) All staff files reviewed had the required garda vetting documents available for inspection and were within three years of issue as per the Regulatory notice.

(d) Not applicable as staff had not worked outside the state for more than 6 months.

(4) Five staff members providing direct care to pre-school children had documentation to demonstrate they held a major award in Early Childhood Care and Education at Level 5 or above on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

### 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) On the day of inspection there were an adequate number of adults working directly with the children attending the service.

(2) There were five adults present providing direct care to eighteen pre-school children. The adult to child ratios were correct when the inspector arrived unannounced to the service and remained so throughout the inspection.

The following adult to child ratios were observed:

- Toddler Room: Two staff members cared for 8 children aged between 9 months to and 2 years 8 months attending for full day care.
- Pre-school Room: Two adults cared for 10 pre-school children aged between 3 years to 5 years, of which 9 children attended for full day care. The registered provider was also present.

(8) Two staff members are present, at all times in the service as required by Regulation 11 (8) as evidenced from examination of the staff roster and staff reported hours of attendance/ sign in which were available for inspection.

### Part IV – Information and Records

#### Regulation 15 – Record of pre-school child

*(1) A registered provider of a pre-school service other than a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that a record in writing is kept in respect of each pre-school child attending the service containing the following particulars:*

- (a) the name and date of birth of the child;*
- (b) the date on which the child first attended the service;*
- (c) the date on which the child ceased to attend the service;*
- (d) the name and address of a parent or guardian of the child and a telephone number where that parent or guardian or a relative or friend of the child can be contacted during the hours of operation of the service;*
- (e) authorisation for the collection of the child;*
- (f) details of any illness, disability, allergy or special need of the child, together with all the information relevant to the provision of special care or attention;*
- (g) the name and telephone number of the child's registered medical practitioner;*
- (h) record of immunisations, if any, received by the child;*
- (i) written parental consent for appropriate medical treatment of the child in the event of an emergency.*

*(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-*

- (c) an authorised person.*

#### Compliance Information

(1) Eighteen child registration forms were reviewed and found to be appropriately completed with the required information as specified in sub-sections (a) to (i) of this regulation.

(3) (c) The records referred to above were open to inspection by an authorised person.

### 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:*

- (a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;*
- (b) details of the class of service and the age profile of children for which the service is registered to provide services;*
- (c) details of the adult:child ratios in the service;*
- (d) the type of care or programme provided in the service;*
- (e) the facilities available;*
- (f) the opening hours and fees;*
- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (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.*

*(3) A record referred to in paragraph (1) shall be open to inspection on the premises, and the documents and records referred to in paragraph (2)(a) shall be open to inspection whether on the premises or elsewhere, by an authorised person.*

*(4) A record referred to in paragraph (1) shall be open to inspection on the premises by a parent or guardian of a child but only in respect of information concerning that child.*

#### Compliance Information

(1) A record was available in writing in relation to the service as specified in (1) (a) to (k)

(3) The records as specified above were open to inspection and available as requested by the inspector.

(4) Records in relation to a child were open to a parent/ guardian in relation to their child/children.

## 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
- (b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.

### Compliance Information

The following examples demonstrate how the registered provider ensured that children's learning, development and well-being was facilitated in the service:

#### Basic Needs:

- The children's basic care needs were met. Meals were served at regular intervals. Meals are freshly prepared in the service daily for the children attending full day care. A four-week menu plan was available which is communicated to the parents/guardians. All the children attending full day care enjoyed their dinner in the outdoor area together. Dinner consisted of chicken and vegetable pot with potatoes. Staff members sat with the children and assisted the younger children as required. Young children had the opportunity to feed themselves appropriate to the age and stage of development. Children's drinks were available within their reach throughout the session, should they feel thirsty at any stage.
- The children's personal care was attended to. Hand hygiene was carried out at recommended times such as, prior to mealtimes.
- A quiet space was available for a child who required rest or quiet time.

#### Supporting Relationships

- The staff members used age-appropriate tones, addressed each child respectfully and spoke at their level. The staff members were actively involved in the children's play where appropriate. The staff members acknowledged the children's efforts. The children appeared comfortable with their routines and with the staff members caring for them. Children received appropriate attention and were comforted in a timely and appropriate way when upset. The children had opportunities to enjoy free time and group time and had opportunities to learn, play and develop friendships in a supportive environment. The staff facilitated the children to engage in their own play choice, therefore children were observed playing in designated

resourced interest areas and/ or engaged in individual play in sand area, construction or in the arts and crafts area. During group time the children enjoyed the storytelling and singing activity with staff members in both rooms.

## Part V - Care of Child in Pre-school Service

### Regulation 21 – Equipment and materials

*A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.*

#### Compliance Information

- The physical and material environment supported the children’s welfare, development and learning. The Toddler Room contained a variety of suitable play material including kitchen unit, construction toys, playhouse, push along toys, stacking blocks and climbing blocks. The play materials were accessible and available to the children at low level.
- The Pre-school Room was facilitated in the large perspex covered outdoor area. Defined interest areas were inviting and laid out to accommodate the needs of the children attending. The interest areas were adequately resourced and were accessible to promote independent access by children. They included a climbing area, shop, home corner area, construction area, large blackboards, a messy play area, quiet area beside the books, arts and crafts, puzzles and building blocks. Additional play material is brought outdoors from the indoor pre-school rooms as required.

## 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 registered provider ensured all reasonable measures were put in place to safeguard the health, safety and welfare of children attending such as;

- The external doors and the outdoor play area were appropriately secured to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access to the Early Years' service.
- Cleaning agents were stored out of reach of children on a high shelf.
- The play materials in the outdoor play areas were kept in good working order and covered where appropriate.
- Consent for the administration of medication in an emergency was available in respect of each pre-school child attending the service.

##### Infection Control:

- Documented and up-to-date cleaning and disinfectants checklists were noted in the Toddler Room and Pre-school Room. The premises, its play equipment and materials were maintained in a satisfactory state.
- Hand washing was carried out at recommended times.
- Prior to the children's meals, tables were cleaned.
- Warm running water was available in the children's sanitary area, along with a supply of liquid soap, paper towels and foot operated bins.
- Creams were labelled and each child had a storage area for their belongings such as nappies, wipes, and creams.

##### Safe Sleep:

- There was an adequate number of cots (10) and low beds available for the children in both sleep rooms. Children were monitored every 10 minutes while sleeping in relation to their colour, breathing status and position.

### Part VI - Safety

#### Regulation 24 - Checking in and out and record of attendance

*(1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.*

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

*(a) no person other than-*

*(i) pre-school child attending the service,*

*(ii) a person dropping or collecting such a child,*

*(iii) an employee, or*

*(iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and*

*(b) a daily record in writing is kept of the entry on the premises of any such person.*

#### Compliance Information

(1) A record was kept of each child's time of arrival and departure on a daily basis by the staff members.

(3) A system was in place to ensure that no person other than employees or authorised visitors can enter the pre-school. A visitor's book was maintained, there was evidence that visitors were requested to record their attendance, the inspector was requested to record her attendance and departure time.

### 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 ensured two staff members hold a certificate in First Aid Response (FAR) with an expiry date of July 2024 and available to the children.

(2)(a) and (b) The first aid box was suitably equipped and safely stored in readily accessible positions in the care rooms out of the reach of children.

## 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-
- (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) A record was maintained of all fire drills which had been completed in the service. Fire drills were carried out monthly. The last recorded fire drill took place on 21/3/ 2024.
- (b) A record was kept of the number, type and maintenance of the fire extinguishers and smoke alarms in the premises, which were last serviced on the 28/03/24 respectively.
- (2) (c) The record referred to above was available and open for inspection in the fire record folder.
- (4) A notice of the procedures to be followed in the event of a fire was conspicuously displayed in the premises.