

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015CN058		
<b>Name of Service:</b>	Sunny Hollow (Ballymachugh Childcare Group)		
<b>Address of Service:</b>	Omard, Kilnaleck, Co. Cavan		
<b>Eircode:</b>	A82 YT50		
<b>Name of Registered Provider:</b>	Norine Mulligan		
<b>Service type:</b>	Full Day, Part Time, Sessional		
<b>Date(s) of Inspection:</b>	28/06/2023		
<b>No of pre-school children:</b>	AM	42	PM 35
<b>Address of the Early Years Inspectorate:</b>	Tusla Early Years Inspectorate Family Resource Centre, Commons Road, Navan, Co Meath.		
<b>Inspection undertaken by:</b>	AM Cunningham & D Murray		
<b>Title:</b>	Early Years Inspectors		
<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>	Not Applicable		

### Description of service

Sunnyhollow (Ballymachugh Childcare Group) is a community operated Early Years Service. The service provides full day, part- time, sessional and school aged childcare and education for children from 0 to 6 years. The service operates from 8.00am-6.00pm each weekday and caters for a maximum of 88 children per day. There are five care rooms namely the Giggling Grasshoppers (Baby Room), Busy Bees Room (Small Toddler Room), Busy Bugs Room (Big Toddler Room), Curious Caterpillars (Preschool Room) and Blooming Butterflies which catered for a summer camp during the summer. The service also has a cot room, kitchen, sanitary facilities, and an office. An outdoor area is also available on the premises

### Staffing

The registered providers employ 23 staff members which includes a manager, assistant manager, 16 child care staff, one administration staff, three staff whom work solely with school aged children and a cook. On the day of the inspection the assistant manager, 12 childcare staff a cook and an administration staff were present

### 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 inspectors wish 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

(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 designated person in charge and a named person to deputise as required.

(b) A designated person in charge was on the premises when the inspector arrived unannounced to carry out the inspection.

(2) Twenty-three staff members are employed in the service. These files were reviewed.

(a)& (b) Forty six references were available.

(c) Garda vetting disclosures was available for all staff members.

(d) Police vetting was available for the six staff members who had resided outside the jurisdiction for a period of more than 6 consecutive months as an adult.

(4) The eighteen childcare staff members held a major award in Early Childhood Care and Education at Level 5 to level 8 on the National Framework of Qualifications.

### 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) There were an adequate number of adults working with the children throughout the inspection.

(2) The correct adult/child ratio was maintained in the service throughout the inspection.

The rooms were as follows:

**Giggling Grasshoppers room:** Two staff cared for 2 children ranging in age from 1 year to 1 year 1 month. Both children were attending on full day care.

**Busy Bees room:** Four staff cared for 10 children ranging in age from 1 year and 9 months to 2 years and 8 months. Eight children were attending on full day care and 2 children were attending on part time care.

**Busy Bugs room:** Three staff cared for 9 preschool children ranging in age from 2 years to 3 years. All children were attending on full day care.

**Curious Caterpillars room:** Two staff cared for 13 preschool children ranging in age from 3 years to 4 years. Eleven children attended on full day care and 2 attended part-time care.

**Blossoming Butterflies (Summer Club):** Three staff cared for 8 preschool children ranging in age from 4 years 6 months to 6 years. All children were attending on full day care. Eight school aged children were also present.

(8) (a) The designated person in charge ensured that 2 adults were present on the premises at all times.

### 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

##### Basic Needs:

- Healthy eating was promoted within the service. Adequate, suitable, nutritious, and varied food and drink was observed to be available for each pre-school child attending the service. Each child was given enough time to eat and enjoy their snack and meal without being rushed.
- The privacy and dignity of each child was respected. Toileting and nappy changing were carried out in a sensitive manner. Each child has access to a change of clothes if needed.
- The children were encouraged and supported to manage their own personal care appropriate to their own level of independence. Regular hand washing was observed by the children. There were child friendly visual aids to support the children with effective hand washing in the service.
- The children enjoyed freedom of movement in the pre-school rooms in use. Sleep facilities were available next to the baby and toddler rooms on the ground floor. There was an adequate supply of cots available to facilitate sleep on demand for all children.
- All children availed of outdoor play with their peers on the day of inspection.

##### Supporting Relationships around the Children:

- The children's need for rest, relaxation and comfort was met as each of the care rooms were provided with a rest area consisting of soft matting and cushions. The children were able to access the rest area as they chose for play or quiet time.
- Staff members stated that the theme of the week was "Spring" with art works displayed to reflect these themes in the care rooms. The service showed a positive regard towards the families of the children and family links were nurtured in the service with family photographs.

The children showed confidence around the staff members and an eagerness to engage with them in conversations and play. The children appeared comfortable, happy and relaxed in their environment

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

#### Regulation 20 – Facilities for rest and play

*(1) Subject to this regulation, a registered provider shall ensure that-*

*(b) there are adequate and suitable facilities for a pre-school child to rest during the day, and in the case of an overnight pre-school service, during the day and the night.*

*(3) A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph (2) applies, shall ensure that-*

*(a) a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises, or*

*(b) Where no such space is provided, the pre-school children attending the service have access on a daily basis to a suitable outdoor space.*

#### Compliance Information

(1)(b) Three cot rooms were available, one with 7 cots used by children attending the Giggling Grasshoppers room (Baby room) and a second with 4 cots used by children attending the Busy Bees room (Small Toddler room). There was also a cot room off the Busy Bugs room which had 3 cots and was used by children from both Busy Bees (Small Toddler room) and children under 2 years from the Busy Bugs room (Big Toddler room). The Big Toddler room also used stackable beds for the children over 2 years of age. Within the care rooms there were soft furnishings, mats, and cushions for children to take a break from activities and rest if needed.

(3)(a) There was a suitable, safe and secure outdoor space to the rear of the premises. The area was divided into 3 areas using fencing. The surface areas consisted of soft absorbent matting and an all-weather surface

#### Non-Compliance Information

##### Safe Sleep:

1. One cot in the Giggling Grasshoppers room sleep room and three cots in the Busy Bees room sleep room had ill-fitting mattresses, leaving a gap of more than 2.5cm between the mattress and the sides of the cot.
2. One cot in the Giggling Grasshoppers sleep room had a heavily stained mattress that was not wipeable.

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

#### Corrective and Preventive Action

1. Ill-fitting mattresses replaced with size appropriate wipeable mattresses. New fitted sheets purchased to ensure that they are the appropriate size.
2. Heavily stained mattress replaced with a new wipeable mattress.

#### **Preventive Action**

1. Replace all mattresses when needed with wipeable mattresses going forward.

#### Supporting documentation submitted

The registered provider submitted evidence of mattresses and sheets purchased.

### Summary Comment

The registered provider response has addressed the non-compliance in Regulation 20.

### 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 rooms were designated according to the age group of the children using them: Giggling Grasshoppers, Busy Bees room, Busy Bugs room, and Curious Caterpillars room.

- The playrooms were laid out with uncluttered, clear floor spaces for the children to play safely.
- Children equipment was stored on low level shelves to assist children select and replace items of interest.
- The opportunity for different types of play and learning were available and accessible in all the rooms.
- The outdoor areas had equipment appropriate to the age range of the children using the space. Equipment included sand/water trays, play houses, slides, ride on scooters, cars and tractors, mud kitchens with play equipment, small wooden benches for outdoor activities, tyres with balancing boards and pieces of natural wood.

## 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 with a weekly menu available. The food was prepared and cooked freshly on the premises daily by a designated cook. The food provided by the service was nutritious, varied, appropriate for the age of the children and adequate for the length of time the children were in attendance in the service. Extra helpings were provided to the children on request. Morning snack provided on the day was toasted brioche or pancakes yogurt and melon. Dinner was served from 12 midday in the Giggling Grasshoppers room and Busy Bees room and consisted of turkey casserole with vegetables. Dinner in the Busy bugs room and Curious Caterpillars room was chicken and pasta with tomato sauce. Evening tea was served at 15.30pm and consisted of sausages and potatoes cakes for the younger children and sandwiches for the older children. Water was available throughout the day in identifiable individual cups in the care rooms.

## 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:

- Safe storage was available for the cleaning agents and equipment used in the service.
- The person in charge ensured that complete and accurate daily records of attendance were kept for all children, adults, and visitors to the service.
- Fire doors throughout the building were unobstructed.
- The external outdoor play areas were secured.

##### Infection Control:

- Playrooms, the sleep room, communal areas and sanitary areas were adequately ventilated by mechanical ventilation and by natural forms of opening doors and windows.
- There was liquid soap at the wash hand basins to facilitate hygienic hand washing for children and adults.
- Paper towels were provided in the dispensers in all the sanitary areas used by the children and adults to facilitate hygienic hand drying.
- There was two designated nappy changing rooms one off the Giggling Grasshoppers room and one off the Busy Bugs room.

##### Fire Safety:

- Monthly fire drills were carried out in the service.

### 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) Records demonstrated that the date and time of attendance and departure in respect of each pre-school child is recorded on a daily basis.

(3)(a) All persons are approved by an employee prior to entry to the pre-school.

(b) Visitors are announced and approved by an authorised staff member on arrival, the visitors' details are entered into the visitors' book.

### 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 service provided evidence that a person had up to date First Aid Responders course and was available at all times to the children attending the pre-school service.

(2)(a) and (b) A suitably equipped first aid box was available and safely stored in the premises.

## 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) Records are available to show that fire drills were carried out on a monthly basis. The last recorded fire drill was on 16/06/2023.
- (b) A record of the number, type and maintenance of firefighting equipment and smoke alarms were available on the premises. The firefighting equipment were serviced in December 2022. The smoke alarms were last serviced on the 23/05/2023.
- (4) The fire evacuation procedures were displayed in conspicuous positions on the premises.

## Part VI – Safety

### Regulation 28 – Insurance

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

### Compliance Information

The registered provider ensured that the service was adequately insured for 132 children at any one time. The expiry date on the insurance certificate was from 01/03/2023 to the 29/02/2024.