

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DL039
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Name of Service:	Dunfanaghy Community Playhouse Ltd
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Address of Service:	Faugher, Dunfanaghy, Co. Donegal
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Eircode:	F92 K1C8
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Name of Registered Provider:	Sinead McColgan
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Service type:	Part Time
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Date of Inspection:	22/09/2023
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No of pre-school children:	AM	15	PM	-
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Address of the Early Years Inspectorate:	Donegal Early Years Inspectorate, St. Conal's Campus, Letterkenny, Co. Donegal. F95 XK94
Inspection undertaken by:	L Mc Glynn
Title:	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).

Conditions if applicable	Not applicable
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Description of service

Dunfanaghy Community Playhouse Ltd is an early years' service located in the centre of the seaside town of Dunfanaghy in Co. Donegal. The service is registered to provide a sessional and part time care to children aged 2-6 years and its registered hours of operation are 8.30am to 1.30pm each weekday. On the day of inspection, all of the children who attended the service were present on a sessional basis between the hours of 9.30am and 12.30pm. The preschool operates from a single story detached building on an elevated site overlooking the town which is accessed from the main street. The building includes one playroom, an office, sanitary accommodation and storage facilities. Children have daily access to an enclosed outdoor play area located on the premises.

Staffing

There were five staff members employed to work in the service at the time of the inspection. The registered provider is not on the premises on a daily basis. There is a named person in charge and a named person to deputise in their absence.

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 and safety. The inspections may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9, 11, 16, 23, 25 and 26.

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

(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.*

Compliance Information

Recruitment records in respect of five staff members who worked in the setting were reviewed on inspection. The following recruitment information was available:

- (2)
- (a) (b) There were two references on file from past employers and in the case where there were no past employers, a source other than a past employer, for three staff members.
- (c) A vetting disclosure from the National Vetting Bureau was available for review in respect of four of the staff members.
- (d) An international child protection certificate was available for one staff member whose employment record indicated that they had lived outside of the state for a period of more than six months as an adult.
- (4) Documentary evidence was furnished to indicate that each of the five staff members employed to work directly with the pre-school children in the service had obtained a major award in Early Childhood Care and Education at level 5 or above on the National Qualifications framework.

Non-Compliance Information

- (2)
- (d) The vetting disclosure from the National Vetting Bureau on file for one staff member was obtained at a time when they were working in the service on education placement and had not been updated in line with their new role in the service.
- (a) (b) There were no references on file for two staff members.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (d) The vetting has been updated and is now in the staff file. Vetting will be kept up to date as required.
- (a) (b) The required references have been added to the staff files.

Supporting documentation submitted

Copies of garda vetting and references were submitted.

Summary Comment

The registered provider submitted evidence to demonstrate they have addressed the non-compliances identified on inspection.

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.

Compliance Information

(1) On the day of inspection there was an adequate number of adults working directly with the children attending the pre-school service.

(2) The inspector observed that the minimum adult/child ratio was maintained at all times throughout the period of the inspection. On the day of inspection, there were 15 children being cared for by three adults.

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;*
- (i) details of staff rosters on a daily basis;*
- (k) details of any accident, injury or incident involving a pre-school child attending the service.*

Compliance Information

The records required as detailed in points (b), (c), (d), (e), (f), (i) and (k) were on file and available for review on the day of inspection.

Non-Compliance Information

(1) (a) There was no record on file, available for the inspector to view of the qualification and experience of two of the staff members working in the service.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1) (a) Up to date CV's are on file for all staff. The service will keep on top of all staff files make sure files are up to date.

Supporting documentation submitted

Curriculum Vitae's for staff members submitted.

Summary Comment

The response submitted by the registered provider is accepted as meeting the requirements of the regulation.

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 service had taken measures to safeguard the health safety and welfare of the children attending. Entry and exit points to the service were secured to prevent unauthorised access or the unsupervised exit of a preschool child. The outdoor area was secured with wooden boundary fencing. There were no obvious hazards in the outdoor area or the play equipment available. Hazardous items such as cleaning materials were inaccessible to children and storage areas remained secured to prevent children accessing.

Infection Control:

The service presented as a clean and hygienic environment with evidence of ongoing cleaning and maintenance. Staff maintained a daily record of cleaning carried out in both the preschool rooms and the sanitary accommodation which was noted to be up to date. Thermostatically controlled warm water, liquid soap and paper towels were available in the sanitary accommodation and in the preschool room to facilitate handwashing and children were observed washing their hands at appropriate intervals for example, after toileting and prior to eating. There was a low-level fridge in the service for the safe storage of perishable items brought in by children in their lunch. Foot pedal operated bins were available throughout the service for the safe disposal of waste and there was no evidence of waste disposal being accessible to children in the outdoor area. Openable windows in the preschool room and sanitary accommodation provided adequate ventilation in both areas.

Fire Safety:

There was clear signage to indicate the exit routes from the preschool room and all exit routes were observed to be clear from obstruction on the day of inspection. Records demonstrated that fire drills are carried out monthly in the service.

Non-Compliance Information

General Safety:

1. When reviewed by the inspector at 11.00am it was noted that there were 14 children signed in on the register attending the room, however there were 15 children present at the time. An inaccurate record of attendance including arrival and departure time for each child poses a risk that a child may go unnoticed in the event of an emergency evacuation.
2. There was a pest control box in the lobby area and another in the office area which were on ground level and accessible to children posing a potential risk.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. One member of staff will be responsible for signing children in and out. A head count will be carried out by another member of staff to make sure all children are accounted for and the book will be double checked.
2. All pest control boxes have been removed from children's reach and placed at adult level.

Supporting documentation submitted

General Safety:

Images demonstrating compliance were submitted with the CAPA response.

Summary Comment

The response submitted by the registered provider is accepted as addressing the non-compliances identified on inspection.

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 was one staff member rostered to be on the premises at all times with up-to-date training in first aid for children.

Non-Compliance Information

(2) (a) (b) The first aid box available for use with children did not contain the following required items:
Sterile eye pads, water based burns dressings and a pocket face mask.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(2) (a) (b) The items have been added to first aid box. A check list has been made and the first aid box is to be checked monthly.

Supporting documentation submitted

An image was submitted with the CAPA response.

Summary Comment

The services response has been accepted and regulatory compliance has been achieved.

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 written record was maintained of fire drills that have taken place in the service.
- (b) Documentation was available to demonstrate that the firefighting equipment and smoke alarms were subject to regular maintenance with both records detailing a record of servicing and testing in November 2022.
- (4) A notice of the procedure to be followed in the event of a fire emergency was displayed on the wall.