

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DL138				
Name of Service:	Glen Outdoor				
Address of Service:	Barrack, Newmills, Letterkenny, Co. Donegal				
Eircode:	F92 YR68				
Name of Registered Provider:	Orla McDaid				
Service type:	Full Day, Part Time, Sessional				
Date of Inspection:	08/10/2024				
No of pre-school children:	<table border="1"> <tr> <td>AM</td> <td>31</td> <td>PM</td> <td>25</td> </tr> </table>	AM	31	PM	25
AM	31	PM	25		

Address of the Early Years Inspectorate:	Early Years Inspectorate, TUSLA Child & Family Agency, Markievicz House, Barrack St, Sligo, F91 XC84
Inspection undertaken by:	L Costello
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
---------------------------------	----------------

Description of service

This privately owned outdoor preschool service is in a private dwelling and outdoor grounds in Newmills, outside the urban town of Letterkenny, Co. Donegal. The preschool caters for children aged between 0 and 6 years of age, from Monday to Friday between 08:00 am and 05:30 pm. This outdoor service offers the option of full daycare, part-time day care service, an (ECCE) Early Childhood Care and Education and sessional care programme. This preschool service offers an outdoor experience and has a variety of interest areas for children. The service also has a fully equipped kitchen, dining room, two internal playrooms, sleep room and sanitary facilities.

Staffing

Ten adults are employed in the service, nine adults work directly with the preschool children, and this includes the person in charge. One adult is employed to work in the kitchen.

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 and facilities. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9,11,15,16k, 20, 23, 25, 26, and 28 however, on inspection additional non-compliance which posed a risk was identified under Regulation 27. These findings are outlined within the relevant regulations within this report.

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, 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.

(3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.

(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) (b)

There was a person in charge and a person available to deputise as required.

(c)
A clear management structure was in place in the service as evidenced by room leaders, deputy person in charge and person in charge. On interview staff members were aware of the management structure.

2) (a) (b).

The records of six adults employed in the service were reviewed on the service last inspection on the 3rd of April 2024. The remaining four adults employed in the service are the focus for this review

Five written and verified past employer references were available in respect of the four adults recently employed in the service.

(c)
Garda vetting disclosures had been obtained for ten adults employed in the service.
The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d)

International police vetting was not required as all the adults employed in the service that had not lived outside the state for a period of longer than six consecutive months.

(4)

Two adults had attained major awards in Early childhood care and education at level 5 or above on the national framework of qualifications, or qualifications deemed by the Department of Children, Equality, Disability, Integration and Youth (DCEDIY) to meet the regulatory requirement

Non-Compliance Information

(2) (a) (b)

Three validated references from a past employer or another source in the absence of past employment were not available for three adults employed in the service.

(d)

One adult did not have evidence of the required qualification deemed by the Department of Children, Equality, Disability, Integration and Youth (DCEDIY) to meet the regulatory requirement for working with preschool children.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

In a written response the registered provider stated:

(2) (a) (b)

References were received and validated. I will Ensure when employing all staff that correct paperwork is all gathered before starting on the grounds.

(d)

Remove worker as a key worker to an assistant in the room, removed myself from the ecce side to ensure ratio stay correct in wobbler toddler area. The adult has applied to complete level 5 childcare. In the future I will double check all staffing levels on early years have to ensure they are matched.

Supporting documentation submitted

(2) (a) (b)

Validated references submitted.

(d)

Roster evidence submitted.

Summary Comment

The corrective and preventive actions submitted by the registered provider adequately address the non-compliances found 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) There were six adults working directly with 31 children on the inspectors' unannounced arrival to the service..

Three additional students were also present in the service.

(2) The minimum adult to child ratios were provided on the morning of the unannounced inspection in accordance with the required ratios considering the ages of the children and the length of time each child spent in the service as outlined below:

Busy Bees: 3 adults cared for 4 children aged from 1 to 2 years of age and 8 children aged 2 years to 3 years.

Rainbow: 3 adults cared for 4 children aged from 2 to 3 years of age and 15 children aged 3 years to 5 years.

At 14:25 in the afternoon the adult child ratios were found to be as follows:

Busy Bees: 3 adults cared for 2 children aged from 1 to 2 years of age and 8 children aged 2 years to 3 years.

Rainbow: 2 adults cared for 15 children aged 3 years to 5 years.

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.*

(2) A registered provider of a pre-school service in a drop-in centre or of 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 particulars specified in subparagraphs (a), (d), (e) and (f) of paragraph (1).

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

- (a) a parent or guardian of a pre-school child but only in respect of the record relating to that child,*
- (b) an employee who is authorised in that behalf by the registered provider, and*
- (c) an authorised person.*

(4) A registered provider shall ensure that a record in writing referred to in paragraph (1) is retained for a period of 2 years from the date on which the child to whom it relates ceases to attend the service.

Compliance Information

(1) (a-i)

Eleven records of the children attending the service were reviewed. The required information including the authorisation to collect the child, details of illness or special needs of the child, emergency contact, General practitioner details and record of immunisations were fully completed for each child.

(3) (a)

The records in writing were available for inspection by the early year's inspector.

(4)

The person in charge confirmed that the records are retained for the required period as set out in the regulations.

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:

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

(2) A registered provider shall ensure that-

(b) a record referred to in subparagraph (h), (j) or (k) of paragraph (1) is retained for a period of 2 years from the date on which the child to whom it relates ceases to attend the service, or in the case of a preschool service in a drop-in centre or of a temporary pre-school service, for a period of 2 years from the date on which the child attends 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) (k)

The registered provider had a record in writing of all accidents and incidents occurring in the service.

(2) (b)

The registered provider was aware of the regulatory requirement to retain these records for a period of two years from creation.

(3)

The registered provider ensured that these records of accidents and incidents were available for review by the authorised person.

(4)

A sample review of these records demonstrated that parents have been informed of accidents and incidents and any follow up action taken only in relation to their child.

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-

(a) having regard to the number of pre-school children attending the service, their respective ages and the amount of time they spend on the premises, there are adequate and suitable facilities for each child to play indoors and, where required by these Regulations, outdoors, during the day, and

(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.

Compliance Information

(1) (a) The service operated outdoors with access to internal rooms in inclement weather if required. There were adequate and suitable play facilities available for the age range of children attending the service. The busy bee area focussed on the younger child with equipment and resources suitable to their stage of development this included arts and crafts, construction, small world items, dress up props, play kitchen areas, library's, sensory tables, relaxing areas and problem-solving toys. The rainbow area consisted of a large outdoor space with various shelters both natural and constructed for various activities. One poly tunnel was equipped with sand construction toys and a mud kitchen for sensory play. A second poly tunnel was resourced with age-appropriate table and chairs, low level accessible shelving stocked with jigsaws and tabletop activities. A wooden teepee tent provided a space for rest or shelter. A wooden playhouse equipped with a play kitchen

and doll area allowed for role and imaginative play. A stage provided opportunities for creativity. The outdoor area was equipped with trees and shrubbery that provided opportunities for learning and imagination as the children made tunnels and dens in the natural environment. Rubber tyres secured into the ground allowed for climbing and balance. Ride on toys and balance bikes aided gross motor skill development. In the afternoon this area was open to the younger children in the busy bee's area for an alternative area to play.

b) There were two designated sleep rooms in the service, both situated in the main building. The busy bees sleep room contained seven cots to provide for the sleep needs of the younger children. Each cot was fitted with a mattress containing the required safety label which had a waterproof covering. A cupboard in the hallway provided storage of bed linen for each child. The rainbow sleep room contained four sleep mats suitable for the children aged over two, cellular blankets were also provided.

Busy bees was equipped with a suitable and comfortable rest area that was located in the indoor shelter in busy bees. This rest area was equipped with soft floor mats and cushions. The rainbow area had two designate rest areas, one in the playhouse where soft sofas and library area was provided and another rest area in the poly tunnel.

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 into the service was found to be secured upon the inspectors unannounced arrival to the service, which prevented persons entering unauthorised and children from leaving the building unsupervised.
- All cleaning products in a locked storage room on high level shelving out of the reach of children in the indoor areas.
- Materials and resources were maintained in a good state of repair.
- The kitchen was inaccessible to the preschool children.

- Waste was inaccessible to the preschool child with foot operated pedal bins in operation throughout the service.

Infection Control:

- There was adequate handwashing facilities provided in the main building with warm water, liquid soap and paper towels.
- Tables were observed to be cleaned prior to mealtimes and after messy play and snack times in the service.
- The materials and resources throughout the service were visually clean, with cleaning schedules displayed and up to date in each care room.
- Children were observed to wash their hands before mealtimes and after using the toilet.
- Child friendly hand wash posters with picture instructions were placed above the wash basins.

Administration of Medication:

- The service had a medication administration policy in place and when interviewed staff were aware of their responsibilities for the safe administration of medication.
- Medication was stored safely out of reach of preschool children.

Safe Sleep:

- The service had a designated sleep room with a total of seven standard cots.
- The sleep room temperature measured 19.3°C on the day of inspection which is line with the required safe sleep temperatures.

Fire Safety:

- Fire doors were unobstructed throughout the service.
- Fire evacuation procedures were clearly displayed in the care rooms.

Non-Compliance Information

General Safety:

1. A gate leading to an area of nettles was unsecure on the day posing a safety risk to children if they entered this area.
2. A swing for young children was secured to a branch of a tree, not in line with the manufacture's instruction. It is acknowledged that this was removed once brought to the attention of the person in charge.

3. A broken wooden pole with sharp splinters exposed posed a risk of injury to the preschool child.
4. A wooden pallet used as a temporary stage was unsecure and posed a tripping risk, when brought to the attention of the person in charge it was removed.

Infection Control:

5. Water temperatures in the outdoor sanitary facilities were recorded at 14.1°C on the day which is ineffective for effective hand hygiene.

Action submitted by the Registered Provider

Corrective & Preventive Action

In a written response the registered provider stated:

General Safety:

1. Gate was closed over and a padlock is now in place. This will be added to our daily risk assessment.
2. The swing was removed.
3. The wooden pole was removed. This will be added to the risk assessment each morning.
4. This pallet was removed.

Infection Control:

5. The water had not been turned on that morning. The water will be turned on each morning.

Supporting documentation submitted

General Safety:

1. Photograph of padlock on gate submitted.
2. No evidence required, seen by the inspector on the day.
3. Photographic evidence submitted.
4. No evidence required, seen by inspector on the day.

Infection Control:

5. Photographic evidence submitted of temperature check of water.

Summary Comment

The corrective and preventive actions submitted by the registered provider adequately address the non-compliances found 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)

On the day of inspection four staff members on duty were trained as first aid responders. These staff members were available to the preschool children throughout the session.

(2) (a) (b)

The registered provider demonstrated that a suitably equipped first aid box was accessible and available to preschool children in the case of an emergency.

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-

(b) an employee, and

(3) A registered provider shall ensure that a record referred to in paragraph (2) is retained for a period of 5 years after its creation

(3) 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)

The registered provider ensured that monthly fire evacuation drills take place within the service the most recent drill occurring on the 3rd of September.

(1) (b)

The registered provider ensured that there was a record of all firefighting equipment and smoke alarms in the service with the most recent maintenance check of the 1st of October 2024.

(2) (c)

These records were made available on the day to the authorised officer.

(3)

The registered provider is aware of the regulatory requirements to retain these records for a period of five years.

(4)

Emergency fire evacuation plans are displayed throughout the service. The assembly point is clearly displayed in the car park adjacent to the service.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

The registered provider demonstrated that the service was adequately insured for 44 children in a full day care service.

Part VI - Safety

Regulation 27 – Supervision

A registered provider shall ensure that pre-school children attending the service are supervised at all times.

Non-Compliance Information

On the day of inspection between 13:45 and 14:15, four children over two years of age were asleep on floor mats in a designated sleep room. No adult remained in the room with the preschool children, therefore the children had no adult supervision as they slept.

Corrective & Preventive Action submitted by the Registered Provider

In a written response the registered provider stated:

Corrective and Preventive Action

I have made up a weekly timetable between staff to ensure someone is with the sleepers at all times. I will ensure correct staff, ratio every day to allow a staff member to be in supervising the children while sleeping.

Supporting documentation submitted

Copy of roster and schedule submitted.

Summary Comment

The corrective and preventive actions submitted by the registered provider adequately address the non-compliances found on inspection.