

# Early Years Inspectorate Regulatory Report

## Pre School

|                          |             |
|--------------------------|-------------|
| <b>TUSLA Identifier:</b> | TU2015DR021 |
|--------------------------|-------------|

|                         |                     |
|-------------------------|---------------------|
| <b>Name of Service:</b> | Tiny Tots Preschool |
|-------------------------|---------------------|

|                            |   |
|----------------------------|---|
| <b>Address of Service:</b> | Good Shepard National School, Whitehall Road, Churchtown, Dublin 14, Co. Dublin |
|----------------------------|---|

|                 |          |
|-----------------|----------|
| <b>Eircode:</b> | D14 Y448 |
|-----------------|----------|

|                                     |               |
|-------------------------------------|---------------|
| <b>Name of Registered Provider:</b> | Jean Thornton |
|-------------------------------------|---------------|

|                      |           |
|----------------------|-----------|
| <b>Service type:</b> | Sessional |
|----------------------|-----------|

|                            |            |
|----------------------------|------------|
| <b>Date of Inspection:</b> | 02/12/2024 |
|----------------------------|------------|

|                                   |    |    |
|-----------------------------------|----|----|
| <b>No of pre-school children:</b> | AM | 35 |
|-----------------------------------|----|----|

|   |  |
|---|--|
| <b>Address of the Early Years Inspectorate:</b> | 1st floor Trinity Building, IDA Business Park, Southern Cross Road, Bray, Co. Wicklow. |
|---|--|

|                                  |                              |
|----------------------------------|------------------------------|
| <b>Inspection undertaken by:</b> | Sarah Quigley & Olivia Quill |
|----------------------------------|------------------------------|

|               |                        |
|---------------|------------------------|
| <b>Title:</b> | Early Years Inspectors |
|---------------|------------------------|

### 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 |
|---------------------------------|----------------|

### Description of service

Tiny Tots Preschool is a privately owned early years service which was established in 2003 by the current registered provider. Care and education are provided on a sessional basis to preschool children aged 2 to 6 years from 9:00 to 12:30 each weekday, on a school calendar basis. The service is located in a residential area of Churchtown, South Co. Dublin. The premises consists of three care rooms, two of which are located in a prefabricated building on the grounds of the Good Shepard National School. The third care room is located within the national school building.

### Staffing

The service currently employs nine staff members including the registered provider. On the day of inspection, each of the nine adults were present and an adult on a work placement programme.

### 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/ information and records/ health, welfare and development of child/ safety. The inspection may also focus on other areas as required.

A sampling process was used to assess compliance under regulation 15.

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 registered provider, 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.*

*(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

Documentation was reviewed for each of the ten adults present in the service on the day of inspection. The following documents were available;

(2)

(a) (b)

References were available from two sources for nine of the adults.

(c) A Garda vetting disclosure from The National Vetting Bureau for the ten adults. The service demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) International police vetting was available for one adult who required it.

(4) There was evidence that nine adults had attained at least a major award in Early Childhood Care and Education on the National Framework for Qualifications. One adult did not require a qualification.

### Non-Compliance Information

(2) (a)(b)

There were no references available for one adult working in the service on the day of inspection.

(3) The assessment of regulation 9(3) was limited to adults who had commenced working in the service since the last date of inspection on the 8th December 2022. Three new adults had commenced work since the last date of inspection. The procedures specified under Regulation 9(2) above had not been completed prior to one adult starting work in the service.

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

#### **Corrective and Preventive Action**

The references for the placement student were printed and verified following the inspection. To prevent this from reoccurring in the future a list has been compiled in the student pack to be ticked off for all items before the student starts.

#### **Supporting documentation submitted**

Supporting documentation was submitted and reviewed by the early years inspector.

### Summary Comment

The regulatory requirement has been met.

### 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.*
- (3) Subject to paragraph (5), a registered provider of a sessional pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 2 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) therefore at that reference number is satisfied.*
- (8) Without prejudice to paragraphs (2) to (7)-*
- (c) a registered provider of a sessional pre-school service shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to 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) An adequate number of adults were working directly with the pre-school children attending the service during the inspection.
- (3) The minimum ratio of adults to children was adhered to at all times during the inspection. There were thirty-five pre-school children attending the service being supervised by ten adults during the inspection.
- (8) (c) Not applicable, the service is not operated single-handedly.

## 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)-(i)

A sample of documentation was reviewed for 12 children currently enrolled to attend the service by the inspectors. The registered provider ensured that a record in writing was kept of the details relating to points (a) to (i) of the above regulation for each of the records reviewed.

## 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-*

*(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

Staff demonstrated that they were aware of their roles and responsibilities in relation to supporting the children's health, wellbeing and development in the service in the practices observed by the inspector. Adults were observed to offer praise and encouragement towards the children, prompting individual choices during morning activities. Adults used warm tones and gentle, respectful language during all interactions which reflected in the calm atmosphere of the service. Good communication was observed by the adults who listened, and spoke individually with the children during the inspection.

Adults were observed to have a supportive role in the children's activities, involving themselves when invited by a child or by using prompts to extend play and learning. The play experiences in the service were observed to be play based and child-led, and children were visibly engaged and happy in their activities throughout the inspection.

Lunch time was observed to be a sociable occasion, staff sat with the children engaged in conversation.

Independence was encouraged throughout the morning where children participated in tasks such as cleaning up following activities and handing out schoolbags at lunch time. Children accessed the toilet independently and staff provided assistance to younger children when required. The children's behaviour was managed in a calm and positive manner, evidenced by adults encouraging problem solving and using suggestions to resolve conflicts whilst offering positive reinforcement.

Children accessed the outdoor play area during the inspection and were dressed appropriate to the weather.

### 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

The inspector found by observation of practice, review of documentation, discussion with the registered provider, and inspection of the premises that the following steps to safeguard children attending:

#### General Safety:

The entrance doors into the service were adequately secured to ensure the safety of the children within and to avoid unauthorised persons gaining access or children exiting unsupervised. The toys and play equipment observed in use by the children on the day of inspection were safe and in good working order. The registered provider had taken measures to ensure the indoor and outdoor play environments were safe and free from hazards. Cleaning products and hazardous materials were stored securely out of reach of the children.

#### Infection Control:

An infection control policy was in place to inform practice. Waste was managed appropriately with the use of pedal-operated, lidded bins throughout the service. The children were supported to wash their hands at regular intervals including after using the toilet, after outdoor play, and before snack. Schedules were in place and maintained to ensure the service, equipment and materials are regularly cleaned. Staff members outlined appropriate exclusion periods for adults and children with infectious illnesses were implemented in the service as per the policy.

#### Administration of Medication:

There was written evidence of prior parental consent for the administration of temperature reducing medications, and there were procedures in place to safely administer and document such medication if required, including in the case of an emergency. Staff members detailed the procedures for administering medication when required during discussions with the inspector and had appropriate documentation available to record such administration if required.

#### Fire Safety:

The designated fire escape routes were clearly indicated and free from obstruction on the day of inspection. Staff members adequately outlined the evacuation procedures in place in the event of a fire and stated that fire drills are practiced regularly on a monthly basis.

## Part VI - Safety

### Regulation 27 – Supervision

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

#### Compliance Information

Children were observed to be appropriately supervised by staff members in the indoor and outdoor play environments at all times during the inspection.