

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DR033
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Name of Service:	Busy Bees Childcare Hive Ltd
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Address of Service:	207 Lower Kilmacud Road, Stillorgan, Dublin 14, Co. Dublin
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Eircode:	A94 W8C5
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Name of Registered Provider:	Marian Wallace
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Service type:	Full Day, Part Time, Sessional
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Date of Inspection:	03/10/2023
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No of pre-school children:	AM	65	PM	62
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Address of the Early Years Inspectorate:	1st floor Trinity Building, IDA Business Park, Southern Cross Road, Bray, Co. Wicklow
Inspection undertaken by:	Sarah Quigley & Emer Mulhern
Title:	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).

Conditions if applicable	Not applicable
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Description of service

Busy Bees Childcare Hive Ltd is a privately owned service which was established in 1990. The service provides full day, part-time and sessional care and education to preschool children aged 0 - 6years and operates from 7:45 to 18:15 each weekday. The service also provides care to school aged children.

Busy Bees Childcare Hive is located in an urban residential area in Stillorgan, South County Dublin. The service operates from a two storey, purposely adapted residential property and consists of six preschool care rooms. The service has a garden room located within the outdoor area which is used for activities and play. An additional school aged care room is also available on the premises. A large, fully enclosed outdoor play area is available to the children at the rear of the premises which is divided into three separate play spaces. An outdoor play area is also provided to the front of the premises.

Staffing

The service currently employs 18 staff members, including a cook and the registered provider who works directly in the service. All 18 staff members were present on the day of inspection.

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

The inspection focused on an examination of compliance under regulations 9, 11, 15, 19, 23, and 28.

A sampling process was used to assess compliance under regulation 19 health, welfare and development of child and parts of regulation 23 safeguarding health, safety and welfare of child. As a result, the scope of the inspection included the Playschool room and the Toddler room.

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 children, the registered provider, the person in charge, and staff 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.

(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

(2) Documentation was assessed under Regulation 9 for all 18 adults currently employed to work in the service.

The following records were available for the adults:

(a) (b)

The registered provider demonstrated that they had verified the references obtained from two sources for each of the 18 adults.

(c) A Garda vetting disclosure from The National Vetting Bureau for the 18 adults.

(d) International police vetting was available for 9 of the adults who had all lived outside the state for a period exceeding six months as an adult.

(4) There was evidence that 15 of the adults had attained at least a major award in Early Childhood Care and Education at Level 5 on the National Framework for Qualifications, or a qualification deemed to be equivalent. Two of the adults did not require a qualification as they did not work directly with the children in the service.

Non-Compliance Information

(4) There was no evidence available to show that one adult who worked directly with the preschool children on the day of inspection held a major award in Early Childhood Care and Education at Level 5 on the National Framework for Qualifications, or a qualification deemed to be equivalent.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

This staff member was simply an extra support to the preschool teachers and children in the morning time as they work with the school age children in the afternoons. The adult was not included in the ratios and so was simply in the classroom as an extra support. However, now this staff member no longer works directly with the preschool children. The service will ensure that any staff working directly with the preschool children in future hold a major award in Early Childhood Care and Education.

Supporting documentation submitted

No supporting documentation was submitted.

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.

(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) An adequate number of adults were working directly with the pre-school children attending the service during the inspection.
- (2) The registered provider ensured that the minimum ratio of adults to children was maintained in the service on the day of inspection. There were 65 children present in the service being supervised by 16 adults during the inspection. The designated person in charge provided relief cover as required.

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 sample of documentation was reviewed by the inspector to assess compliance relating to the records of preschool children maintained in the service. The sample of documentation reviewed evidenced that a record was kept in writing in respect of pre-school children attending the service detailing the information outlined under Regulation 15(1)(a)-(i).

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

The inspectors observed appropriate care practices in place during the inspection. Staff availed of opportunities for warm individual interactions with children when assisting with personal care. All children were afforded the opportunity to play outdoors and were dressed appropriate to the weather. Older children used the toilet independently as required and younger children's nappies were changed regularly and when required.

Babies were placed to sleep in accordance with their individual care needs. Older children who required sleep were facilitated to sleep after dinner time. The care rooms where they slept were relaxed and conducive to sleep. Staff provided the children with reassurance and comfort as they were going to sleep, sitting next to them singing and providing reassurance. Cozy areas were available in each care room where children could rest or take time away from the group if desired.

Staff stated snacks, meals, and drinks were provided daily by the service. Mealtimes were observed to be relaxed and sociable. Children were all encouraged to self-feed to promote independence and staff sat with the children prompting conversation and providing assistance where required. Staff helped children to wash their hands and clean their faces when required and bibs were provided to protect younger children's clothing during mealtimes.

Staff comforted children promptly when they became upset and were observed to be warm and kind during interactions observed with the children. Staff alerted children in advance of transitions and used songs to clean up or get ready for dinner time. Staff detailed how daily information is shared with parents daily through an online application, interactions at drop off and collection times, and in individual children's diaries.

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

General Safety:

The entrance door into service was adequately secured to ensure the safety of the children within and to avoid unauthorised persons accessing the service 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 play, after toileting and nappy changing, and before meals. Schedules were in place and maintained to ensure the service, equipment and materials are regularly cleaned. Staff were observed to carry out consistent hand washing as appropriate. Staff stated 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 both temperature reducing and prescribed medications, and there were procedures in place to safely administer and document such medication if required, including in the case of an emergency. Staff adequately detailed the procedures for administering medication when required during discussions with the inspectors and had appropriate documentation available to record such administration if required.

Safe Sleep:

Staff were familiar with safe sleep guidance and placed babies on their backs to sleep. Sleep logs were maintained in the dedicated sleep room and the younger care rooms, and individual children's observations recorded room temperature, breathing, colour, and position every ten minutes. Standard cots and low-level beds were available

for sleep and were used in accordance with children's ages and developmental needs. The temperature of the rooms where children slept were maintained at the required temperature ranges.

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 28 - Insurance

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

Compliance Information

Documentation reviewed evidenced that the service was appropriately insured for the type of service provision and the number of children enrolled in the service.