

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DR041
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Name of Service:	DJ's Playschool
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Address of Service:	The Parish Pastoral Centre St. Joseph's, Glasthule, Dun Laoghaire, Co. Dublin
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Eircode:	A96 W6D6
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Name of Registered Provider:	Lisa Johnstone
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Service type:	Sessional
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Date of Inspection:	26/09/2024
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No of pre-school children:	AM	17	PM	17
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Address of the Early Years Inspectorate:	The Early Years Inspectorate, Tusla Child and Family Agency, Loughlinstown Health Centre, County Dublin.
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Inspection undertaken by:	Olivia Quill
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Title:	Early Years Inspector
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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

DJ's Playgroup is privately operated. The childcare service participates in the Early Childhood Care and Education (ECCE) scheme. The service is registered to provide a sessional service to preschool children aged 2-6 years. The service operates between the hours of 09:00 to 12:30 Monday to Friday. The early years service is located in St Joseph's parish pastoral centre in Glasthule South County Dublin. Care of the pre-school children is provided in one care room. An outdoor play area is provided to the rear of the premises.

Staffing

Four adults including the registered provider are employed in the service. On the 26 September 2024 three adults worked directly with the children.

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

The inspection was unannounced and focused on the area of governance, records and safety. The inspection may also focus on other areas as required.

This inspection focused on an examination of compliance under regulations

9(1)(a), (b), (c), (2)(a) -(d) and (4) Management and recruitment

Regulation 11(1), (2), (8)(a) Staffing levels

Regulation 15 (1) Record of pre-school child

Regulation 23 Safety

Regulation 25 (1), (2)(a) and (b) First aid,

Regulation 26 (1)(a), (b) and (4) Fire Safety

however, on inspection additional non-compliance was identified under Regulation 16 (i) Record in relation to a preschool service. These findings are outlined within the relevant regulation 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, 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,*
- (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) There was a designated person in charge and named persons to deputise as required.
 - (b) The designated person in charge was present at all times during the inspection.
- (2) The inspection included a review of all files for staff employed in the service.
- (a) There were two written validated references available from previous employers for three adults employed in the service.
 - (c) Garda Vetting disclosures from the National Vetting Bureau of the Garda Síochána were available for four adults employed in the service. All of these were dated within the previous three years in adherence to the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

(d) Police vetting was available for one adult who had lived in another state for a period of longer than six months as an adult.

(4) There was evidence available to demonstrate all staff had attained at least a major award in Early Childhood Care and Education.

Non-Compliance Information

(2)

(a) One staff member did not have a second written validated reference on file.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(2)(a) A second written reference was validated via email communication with previous employer. The registered provider validated another reference via phone call and recorded the date.

Supporting documentation submitted

Copy of validated reference.

Summary Comment

Supporting evidence was submitted in keeping with the actions submitted. 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 children at all times during the inspection.

(2) The minimum ratio of adults to children was adhered to at all times during the inspection. There were seventeen children attending the service being supervised by three adults on the day of inspection.

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 seven records were reviewed for children who were attending the service. The records reviewed contained the following information.

- (a) The name and date of birth of each child.
- (b) The date on which the child first attended the service.
- (c) There was an area on the registration form where the date when a child would cease to attend the service will be recorded.
- (d) The names, addresses and telephone number of parents were recorded and information where parents can be contacted during the hours of operation of the service were also available.
- (e) There was authorisation for the collection of the child.
- (f) The record available supported the recording of any illness, disability, allergy or special need of the child.
- (g) The name and telephone number of each child's medical practitioner was recorded.
- (h) A record of immunisations received was recorded.
- (i) There was written consent for appropriate medical treatment of a child in the event of an emergency.

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:

(h) details of attendance by each pre-school child on a daily basis;

Non-Compliance Information

(1)(h) Details of the attendance of each child in the service was not recorded.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1)(h) Details of children attending the service are now recorded as they enter the premises, rather than later in the morning once everyone had settled, as we had been doing previously. Continue to record children as they enter. Assigning one staff member each morning to complete the task and be responsible for ensuring attendance details are recorded in real time.

Supporting documentation submitted

Written records.

Summary Comment

The corrective and preventive actions as stated by the registered provider have addressed the non-compliance. The Regulatory requirement has been met.

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 entrance door to the service was adequately secured to ensure the safety of the children within and to avoid unauthorised persons accessing the service or children exiting unsupervised.
- Blind cords were secured out of reach of children.
- The toys and play equipment observed in use by the children on the day of inspection appeared in good working order.

Infection Control:

- Liquid soap, warm water and paper towels were available to facilitate hand washing. Staff were observed to carry out hand washing as appropriate. The children were observed to wash their hands after using the toilet.
- Pedal operated bins were provided for waste as required.

Administration of Medication:

- Written parental consent was available should temperature reducing medication be required to be administered to a child.
- All medication was stored in a safe place and was clearly labelled for each individual child.

Fire Safety:

- Emergency exits were kept clear.

Non-Compliance Information

General Safety:

1. A trailing cable from a fan that was positioned on a low-level shelf posing a potential safety risk.
2. There was no care plan available for one child who was on emergency medication posing a potential safety risk in the event of a medical emergency.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. The fan was removed from the shelf. Discussion with staff and a safer area was decided upon to place the fan when in use. Fan is now stored out of reach of children in the cupboard when not in use.
2. A meeting was held with the mother of the child in question and a care plan was written up and approved by the mother. Staff were informed, and care plan is displayed in a prominent area of the staff kitchen, with only staff having access to it.

Supporting documentation submitted

General Safety:

Written evidence.

Summary Comment

The corrective and preventive actions as stated by the registered provider have addressed the non-compliance. The Regulatory requirement has been met.

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) Staff had up to date First aid responder training and were immediately available at all times on the day of inspection.

(2)(a), (b) A suitably equipped first aid box was safely stored, in an easily accessible and available to the children attending the pre-school at all times.

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 available detailing monthly fire drills that had taken place in the service. A fire drill was completed on the morning of inspection.

(b) The number, type and maintenance record of firefighting equipment and smoke alarms on the premises was available. The maintenance records for the fire equipment were dated the 3 July 2024 and the maintenance record for the smoke alarm was dated as being completed on the 2024.

2 May 2024.

(4) The procedures to be followed during a fire drill and in the event of a fire were displayed in a conspicuous location within the service.