

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015DR056
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<b>Name of Service:</b>	Tiny Tots Playschool and Montessori
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<b>Address of Service:</b>	5 Sycamore Grove, The Park, Cabinteely, Dublin 18
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<b>Eircode:</b>	D18 RX27
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<b>Name of Registered Provider:</b>	Avril Ryan
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<b>Service type:</b>	Full Day, Part Time, Sessional
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<b>Date(s) of Inspection:</b>	5 October 2023
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<b>No of pre-school children:</b>	AM	38	PM	16
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<b>Address of the Early Years Inspectorate:</b>	Tusla - Child and Family Agency Trinity Building, IDA Business Park Bray, Co Wicklow
<b>Inspection undertaken by:</b>	Mary Redmond
<b>Title:</b>	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).

<b>Conditions if applicable</b>	Not applicable
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### Description of service

This private childcare service was established by the registered provider in 1996. The service is registered to provide full day care for a maximum number of fifty children aged two to five years of age; a sessional service is provided for 38 weeks of the year and a school-aged childcare service also operates from the premises. The service operates from the ground floor of an adapted domestic dwelling in a residential area of south county Dublin. Four care rooms are available and children have access to an enclosed outdoor area to the front of the premises which has an artificial grass covering. A variety of outdoor play equipment and materials was provided in this area.

### Staffing

There were seven adults employed in the service including the service manager; the registered provider does not work in the service. Six adults working in the service had attained major awards in Early Childhood Care and Education at Levels 5, 6, 7 and 8 on the National Framework of Qualifications, or qualifications deemed by the Department of Children, Equality, Disability, Integration & Youth (DCEDIY) to be equivalent. A childcare qualification was not required for one adult who was employed to work with the school-aged 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

This inspection was unannounced and focused on areas of governance and health, welfare and development of child. The inspection may also focus on other areas as required.

The inspection plan was to assess compliance under the following regulations:

Regulation 9 Management and recruitment

Regulation 11 Staffing levels

Regulation 15 Record of pre-school child

Regulation 16 Record in relation to pre-school service

Regulation 19 Health welfare and development of child

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 and staff who facilitated the inspection 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.*

*(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

The staff files for seven adults were reviewed.

- (2)
- (a) There were written validated references available from previous employers for all adults employed in the service.
  - (b) References from other sources were not required.
  - (c) Garda vetting was available for seven adults.
  - (d) Police vetting was available for two adults for whom it was required.

(4) Six adults had attained at least a major award in Early Childhood Care and Education at Level 5 on the National Framework of Qualifications and two adults had qualifications deemed by the Department of Children, Equality, Disability, Integration & Youth (DCEDIY) to meet the regulatory requirement.

### 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.*

#### Compliance Information

(1) There were an adequate number of adults working directly with children attending the service. There were six adults working directly with thirty-eight children in the morning and two adults caring for sixteen pre-school children in the afternoon; this included the service manager.

### 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) Ten records of children attending the service were randomly selected for review. The records reviewed contained the following particulars:

(a) The name and date of birth of each child.

(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) Names and contact details of other adults who were authorised to collect children were available.

(f) The documentation available supported the recording of illnesses, allergies, disabilities and dietary preferences for children.

(h) Parents had indicated which immunisations their children had received.

(i) There was written parental consent for medical treatment of children in the event of an emergency.

## Non-Compliance Information

(1)

(b) The date on which children first attended the service was not recorded.

(c) There was no documentation to support the recording of the date when children ceased to attend the service.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

(1)

A section was added to our child registration form with a start date to record when a child starts in the service and with an end date for when a child ceases to attend. Forms of children currently attending have been amended.

### Supporting documentation submitted

Documentation was submitted and reviewed.

## Summary Comment

The regulatory requirement has been met.

## 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;*
- (i) details of staff rosters on a daily basis;*
- (j) details of any medication administered to a pre-school child attending the service with signed parental consent;*
- (k) details of any accident, injury or incident involving a pre-school child attending the service.*

### Compliance Information

(1)

- (h) Children's attendance was recorded in attendance registers in each room.
- (i) A staff roster was available.
- (j) Documentation was available to demonstrate that signed parental consent was required prior to administering medication to a child and that administration of medication should be witnessed.
- (k) Details of accidents and incidents were recorded and there was evidence available that parents were informed following an accident or incident involving their child.

## 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

#### **(1)(b)**

Children were observed eating a variety of healthy snacks including sandwiches, fruit and yogurt which had been provided by parents; healthy snacks were also provided by the service. Children were given choices regarding their food preferences (“who would like to try some melon”) and were given time to finish food at their own pace.

Drinking stations were accessible to allow children have access to water throughout the day.

Adults sat with children and respected their choices regarding activities, for example, one child who did not want to participate in story time was facilitated to continue playing at the water table.

Children washed their hands before eating. They were encouraged to be independent putting on their coats and caring for their belongings and were helped when required.

Children were supported to use the toilet independently and were encouraged to wash their hands afterwards.

Suitable rest areas were provided to allow children to take a break from activities if required.