

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015DR061
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<b>Name of Service:</b>	St. Brigid's Playschool
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<b>Address of Service:</b>	The Old School Building, St Brigid's Church Road, Stillorgan, Co. Dublin
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<b>Eircode:</b>	A94 P0K1
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<b>Name of Registered Provider:</b>	Jacqueline Clinton
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<b>Service type:</b>	Part Time
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<b>Date of Inspection:</b>	07/12/2023
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<b>No of pre-school children:</b>	AM	18	PM	7
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Tusla Child and Family Agency, 7th Floor, Brunel Building, Heuston South Quarter, Dublin 8.
<b>Inspection undertaken by:</b>	E. Mulhern
<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

St. Brigid's Playschool is located in an old school building in Stillorgan, County Dublin. The service operates out of two rooms; one on the ground floor and one on the first floor. An outdoor area is located at the rear of the building and is accessed directly from the downstairs room. The service offers part-time and sessional care and education to children aged between 2 and 6 years from 9am to 2pm.

### Staffing

There are five adults employed to work in the service including the registered provider.

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

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 wishes to acknowledge the cooperation of the registered provider, deputy 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*

*(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

- (1)
- (a) The service had a person in charge and a named person to deputise as required.
  - (b) The person in charge was on the premises throughout the inspection.
- (2)
- (a) & (b) All staff had a minimum of two references available. References from reputable sources had been sourced for those who had only one or no previous employers. Records were available of the verification checks that had been carried out.
  - (c) Garda vetting disclosures were available for all adults.
  - (d) International police vetting was available for the staff members who had lived abroad as adults for more than six consecutive months.
- (4) Three staff members held awards in Early childhood Care and Education between Level 6 and 8 on the National Framework of Qualifications.

### Non-Compliance Information

- (4) Two staff members working directly with the children did not have an award in Early Childhood Care and Education or a qualification that had been deemed equivalent by the Minister.

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

#### Corrective and Preventive Action

Due to unforeseen circumstances (two staff on sick leave) management asked the teachers who care for the school aged children to cover temporarily. The service has applied to Department of Children, Equality, Disability, Integration and Youth (DCEDIY) for these staff members teaching qualifications to be recognised for work in the Early Learning and Care sector. Management are hoping to have an Early Years Educator with a QQI Level 5 in Childcare start as soon as their Garda Vetting is received.

## Supporting documentation submitted

Application form for one adult to DCEDIY for qualification recognition.

## Summary Comment

The regulatory requirement remains outstanding.

## 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 with the children. There were three adults working with 18 children when the inspector arrived at the service. A fourth adult arrived subsequently.

(2) At all times the minimum required ratio of adults to children was maintained.

### 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

A sample of 10 records for children were reviewed. The information required was documented as outlined below:

- (a) The name and date of birth of each child.
- (b) The date when each child first attended the service.
- (c) A section was available for recording the date when the child ceases attending.
- (d) The name, address and telephone number of parents and information where parents can be contacted.
- (e) Names and contact details of other adults authorised to collect the child.
- (f) Medical information, allergies, dietary preferences, additional needs, and other information specific to the child.
- (g) The name and telephone number of the child's medical practitioner.
- (h) Immunisation details.
- (i) Signed parental consent for medical treatment in the event of an emergency.

### 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-*

*(a) each child's learning, development and well-being is facilitated within the daily life of the pre-school service through the provision of the appropriate activities, interaction, materials and equipment, having regard to the age and stage of development of the child, and*

#### Compliance Information

The inspector observed that the children's learning, development, and well-being was supported by the staff and the environment. The indoor areas were laid out to support the children's independence. Equipment and materials were stored on open shelves - visible and accessible to the children. Low-level hooks, labelled with names were available for the children to hang their coats and bags independently. The children placed their drinks of water on the shelf when they arrived so they could access them easily at any time. They used the toilet as needed with staff reminding them to wash their hands afterwards.

There was a variety of materials and equipment available to support the children's learning and development. Areas were clearly defined to maintain focus, including home corners, reading, sand, arts and craft and construction areas. The children explored the environment and engaged in self-directed play as well as activities including painting and singing. They had opportunities for collaboration and discussed their ideas with the adults. They appeared to be engaged throughout. Areas with mats and soft seating were available for children to rest or take a break from activities. Social development was supported at mealtimes. The children helped to put out their plates and drinks and engaged in conversation with each other and the adults.

The staff interacted warmly with the children - engaging positively and supporting them in their work and play. The environments were calm with the adult's managing transitions and activities effectively through implementing a daily routine, redirecting behaviour as needed and promoting positive behaviour. The service took measures to work in partnership with parents/guardians. They demonstrated an awareness of the children's dispositions and communicated by phone with the parents of a child who they said had been having difficulty settling into the service.

Photos of the children and their families were displayed to help bridge the transition between home. The staff told the inspector they communicated with parents/guardians through text messaging, emails, and phone calls. Meetings are held when required and a newsletter is sent to families at the beginning of each term.

## 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) Two staff had up to date certificates in first aid training for children. At least one trained staff member was always available to the children.

(2)(a) & (b) A suitably equipped first aid box was stored in a conspicuous position.

## 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) Records were available of monthly fire drills undertaken. The most recent fire drill was dated 30 November 2023.  
(b) Records were available demonstrating the firefighting equipment and smoke alarms had been serviced in May and October 2023 respectively.

(4) Notices of the procedures to be followed in the event of a fire were clearly displayed.

### Part VI - Safety

#### Regulation 28 - Insurance

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

#### Compliance Information

The service had an insurance certificate for 26 children dated from 28 March 2023 until 27 March 2024.