

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DR105		
Name of Service:	Ballyogan Community Development		
Address of Service:	c/o Samuel Beckett Civic Campus, Ballyogan Court, Carrickmines, Dublin 18, Co. Dublin		
Eircode:	D18 HT72		
Name of Registered Provider:	Collette Farrington		
Service type:	Part Time, Sessional		
Date of Inspection:	19/04/2024		
No of pre-school children:	AM	27	PM N/A
Address of the Early Years Inspectorate:	Tusla – Child and Family Agency, Trinity Building, IDA Business Park, Bray, Co Wicklow		
Inspection undertaken by:	Mary Redmond		
Title:	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).			
Conditions if applicable	Not applicable		

Description of service

This community based childcare service operates from a family resource centre. Part-time care and education is provided for children aged two to five years from 9am – 1pm; a concurrent sessional service also operates.

School-aged childcare is provided in the afternoon.

The service operates from a purpose-built area located on the ground floor of a mixed-use premises in an urban area of south county Dublin. There are enclosed outdoor play spaces provided which are accessible from each of the care rooms. Care is delivered across three rooms – Caterpillar room, Butterfly room and Ladybirds room.

Staffing

There are thirteen adults employed in the service including the service manager; the registered provider does not work in the service but is on the premises. Adults working in the service had attained major awards in Early Childhood Care and Education at Levels 5, 6 and 8 on the National Framework of Qualifications.

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

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 23 Safeguarding health, safety and welfare of child.

Regulation 26 Fire safety measures

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 reoccurring. 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 co-operation of the registered provider and staff members 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 thirteen adults employed in the service were reviewed.

- (2)
- (a) There were written validated references available from previous employers for adults employed in the service.
 - (b) References from other suitable sources were available for adults who had no previous employer.
 - (c) Garda vetting dated within three years was available for all adults.
 - (d) Police vetting was available for three adults for whom it was required.
- (4) Thirteen adults had attained major awards in Early Childhood Care and Education at Level 5 or above on the National Framework of Qualifications.

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 ten adults working directly with twenty-seven children during this 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.*

(4) A registered provider shall ensure that a record in writing referred to in paragraph (1) is retained for a period of 2 years from the date on which the child to whom it relates ceases to attend the service.

Compliance Information

- (1) Records were reviewed for ten children who were attending the service. The records reviewed contained the following particulars:
- (a) The name and date of birth of each child.
 - (b) The date on which each 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) Names and contact details of other adults who were authorised to collect children were available.
 - (f) The documentation available supported the recording of specific illnesses, allergies, disabilities and dietary preferences for children.
 - (g) The name, address and telephone number of each child's general practitioner (GP) was recorded.
 - (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.
- (4) The registered provider was aware that the records referred to above must be retained for a period of two years after the child leaves the service.

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) Details of children's attendance was accurately recorded in attendance books
 - (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, should it be required, and that administration of medication should be witnessed.
 - (k) Details of accidents and incidents were recorded and there was evidence available that parents are informed following an accident or incident involving their child.

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 secured to prevent unauthorised access or children exiting unsupervised. Toys and play equipment observed in use by children on the day of inspection were safe and in working order. Cleaning products and hazardous materials were stored securely out of reach of the children.

Infection Control:

Children's hands were washed before eating and after outdoor play. Good hygiene practices by adults were observed including washing their hands after cleaning children's noses and cleaning tables before and after children ate from them.

Administration of Medication:

There were procedures in place to safely administer medication when required. The documentation available supported the safe administration of medication, including emergency medication.

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.*

Compliance Information

(1) A record was available for the following:

- (a) There was a record to demonstrate that monthly fire drills take place, and the last recorded fire drill was on the 19 April 2024 (the day of inspection).
- (b) A maintenance record was available to show that the firefighting equipment had been maintained and the smoke detection system had been serviced on the 18 January 2024.