

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DR119				
Name of Service:	The Grove Pre School				
Address of Service:	The Old Convent, Our Lady's Grove, Goatstown Road, Goatstown, Dublin 14				
Eircode:	D14 V290				
Name of Registered Provider:	Yvonne Tumelty				
Service type:	Full Day Care, Part -Time, Sessional				
Date of Inspection:	06/03/2024				
No of pre-school children:	<table border="1"> <tr> <td>AM</td> <td>32</td> <td>PM</td> <td>9</td> </tr> </table>	AM	32	PM	9
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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
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Description of service

This childcare service was established in 2010 and is operated by a voluntary board of directors; the registered provider is the manager of the service. Full day care and education is provided for children aged two and a half to five and a half years of age. The service operates daily from 8am – 6pm for 47 weeks of the year; a concurrent sessional service is provided from 9am – 12pm. The service is registered to accommodate a maximum number of forty-four pre-school children and a school-aged childcare service is also provided.

The premises is located within the grounds of a primary school in a residential area of south county Dublin. The children have access to an enclosed outdoor space which is located to the front of the building.

Staffing

There were nine adults employed to work in the service including the registered provider. Eight adults employed to work with pre-school children had attained major awards in Early Childhood Care and Education at Levels 5, 6 and 8 on the National Framework of Qualifications. One adult who did not have the required qualification had a Letter of Eligibility to practice which had been issued by the Department of Children and Youth Affairs (DCYA) in 2016.

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.

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 23 Safeguarding health, safety and welfare of child

Regulation 25 First aid

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 files for nine adults who were employed to work with pre-school children were reviewed.

- (2)
- (a) There were written validated references available from previous employers for all adults employed in the service.
 - (b) A reference from another source was also available for one adult.
 - (c) Garda vetting dated within the last three years was available for all adults.
 - (d) Police vetting was available for three adults for whom it was required.
- (4) There was evidence that eight adults had attained at least a major award in Early Childhood Care and Education at Level 5 on the National Framework for Qualifications.

Non-Compliance Information

(2)

(a) A second reference was not available for one adult.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

A second reference was obtained and verified for this adult. The manager will ensure that references are obtained and verified prior to employment.

Supporting documentation submitted

A reference with evidence of verification was submitted and reviewed.

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.

Compliance Information

(1) There were an adequate number of adults working directly with children attending the service. There were five adults working directly with thirty-two children in the morning and two adults caring for nine children in the afternoon; the registered provider was also available.

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) Records were randomly selected and 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.

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.
 - (i) A staff roster was available which demonstrated how breaks were covered.
 - (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 were 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 good working order. Cleaning products and hazardous materials were stored safely and out of reach of the children.

Infection Control:

Good hand hygiene practices were facilitated through the provision of warm water, liquid soap and paper hand towels. Children's hands were washed after outdoor play and before eating, and adults washed their hands before serving food to children. Foot pedal operated bins were available for the disposal of waste and were used appropriately by adults and children.

Administration of Medication:

Documentation was available to support the safe administration of medication when required and the manager described procedures which were in place to safely administer medication.

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) Adults working in the service had appropriate qualifications in first aid and were always available to children.

(2) Suitably equipped first aid boxes were available.

(a) They were stored safely in conspicuous positions in the service.

(b) The first aid boxes were available to children at all times.