

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015DR126
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<b>Name of Service:</b>	Shanganagh Park Creche & Playgroup
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<b>Address of Service:</b>	Shanganagh Park House Community Centre, Rathsallagh Avenue, Shankill, Co Dublin.
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<b>Eircode:</b>	D18 AY26
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<b>Name of Registered Provider:</b>	Linda Houlden
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<b>Service type:</b>	Full Day, Part Time
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<b>Date(s) of Inspection:</b>	24/09/2024
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<b>No of pre-school children:</b>	AM	40	PM	36
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<b>Address of the Early Years Inspectorate:</b>	The Early Years Inspectorate, Tusla, The Child and Family Agency, Loughlinstown Health Centre, Loughlinstown, County Dublin.
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<b>Inspection undertaken by:</b>	Olivia Quill and Mona Condon
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<b>Title:</b>	Early Years Inspectors
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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).

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

Shanganagh Park Creche & Playgroup was founded in 1998 and is publicly funded. The service is registered to provide full day, part-time and sessional care to children aged 2-6 years and offers the Early Childhood Care and Education Scheme. The service operates from 09:00 to 13:30 and 09:00 to 14:30 Monday to Friday. The early years service is based in the local community centre which is situated in a residential area in Shankill County Dublin. It consists of four care rooms. A purpose-built playground and a green space are located to the rear of the premises.

### Staffing

In total ten adults are employed in the service an additional six adults are employed through a community employment scheme. On the day of inspection fourteen adults worked directly with the children. The registered provider and deputy manager did not work directly with the children but were available to assist as required.

### 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. This inspection focused on an examination of compliance under the following regulations:

9 (1)(a)(b), (2)(a) -(d) and (4) Management and Recruitment,  
11(1), (2), (8)(a) Staffing Levels,

15 (1)(a) -(1) Record of a Pre-school Child,  
23 Safeguarding, Health, Safety and Welfare of Child.  
25 (1), (2)(a), (b) First Aid,  
26 (1)(a), (b) and (4) Fire Safety Measures,  
27 Supervision

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 wish 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,*
- (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.*

#### Compliance Information

- (1)
- (a)(b) The service had a designated person in charge and a named person to deputise as required.
- (2) The inspection included a review of files for two new adults who had commenced working in the service under a community employment scheme since the last inspection on 26 October 2022 and a review of Garda vetting for all adults employed to work directly with the children.
- (a), (b) Four written validated references were available. One reference provided was from a past employer and three references were provided from a source other than a past employer.
- (c) Garda vetting disclosures from the National Vetting Bureau of An Garda Síochána were available for sixteen adults employed in the service.
- (d) Police vetting was not required as the two adults employed in the service had not lived outside the State for a period exceeding six months as an adult.

## 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.*

*(8) Without prejudice to paragraphs (2) to (7)-*

*(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,*

### 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 for full day care services was adhered to at all times during the inspection. There were forty children attending the service being supervised by nine adults on the day of inspection.

(8)(a) There were at least two adults on the premises at all times.

### 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 twenty-one 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 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. Cleaning agents and medicines were stored safely out of reach of children. All storage facilities were inaccessible to children. The toys and play equipment observed in use by the children on the day of inspection appeared in good working order.

##### Infection Control:

The environment was clean and cleaning schedules were maintained. Liquid soap, warm water and paper towels were available to facilitate hand washing. Pedal operated bins were provided for the disposal of waste.

##### Administration of Medication:

Written parental consent was available should medication be required to be administered to a child. A system was in place to record medication and staff members were familiar with required safe practice when administering medication in the service.

##### Fire Safety:

Fire exits signs were in place and the fire exits were unobstructed.

#### Non-Compliance Information

##### Infection Control:

Nappy changing practice observed was inconsistent and not adequate for infection control purposes. An adult did not remove soiled gloves prior to dressing children and did not clean the nappy changing mat between the changing of each child.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

##### **Infection Control:**

The registered provider has spoken to staff and we have gone over the report and the nappy changing policy and our infection control policy. New updated visual aids have been put up for staff in the nappy room with step-by-step instructions

#### Supporting documentation submitted

##### **Infection Control:**

Written and photographic evidence submitted.

### Summary Comment

Supporting evidence was submitted in keeping with the actions submitted. Practice will be reviewed on next inspection. 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) All staff had were trained in paediatric first aid and immediately available at all times on the day of inspection.

(2)(a), (b) Suitably equipped first aid boxes were safely stored, in each care room and 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.
  - (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 11 April 2024 and the maintenance record for the smoke alarm was dated as being completed on the 19 July 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.

## Part VI - Safety

### Regulation 27 – Supervision

*A registered provider shall ensure that pre-school children attending the service are supervised at all times.*

### Compliance Information

The pre-school children were at supervised at all times on the day of inspection.