

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DR131		
Name of Service:	Magical Days		
Address of Service:	118 Upper Glenageary Road, Glenageary, Co. Dublin		
Eircode:	A96R205		
Name of Registered Provider:	Aoife Hale		
Service type:	Full Day, Part Time		
Date of Inspection:	13/11/2024		
No of pre-school children:	AM	41	PM 39
Address of the Early Years Inspectorate:	Loughlinstown Health Centre, Loughlinstown Drive, Loughlinstown, County Dublin.		
Inspection undertaken by:	Olivia Quill and Rosemary Brien		
Title:	Early Years Inspectors		
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

Magical Days is registered to provide a full day care service for pre-school children ranging in age from 0 - 6 years. The service operates Monday to Friday between the hours of 07:45 – 18:00 and is privately owned. The early years service is located in a purposely adapted semi-detached two storey premises and is based in an urban area in Glenageary, County Dublin.

Care of the children is facilitated across four care rooms. Currently one of these rooms, which was the Pre-Montessori room, was being used during the day of inspection to facilitate small groups of children from the Toddler room. The Baby room and a separate sleep room are located on the first floor. The Baby room caters for children aged 0-1 years. On the ground floor the Toddler room caters for children aged 2 years and the Montessori room caters for children aged 3 - 4 years. An outdoor play area was available to the rear of the premises.

Staffing

The service currently employs fourteen staff including the registered provider. There were eight staff working directly with the children on the day of inspection not including the person in charge. The person in charge worked directly with the children when relieving staff for their breaks. The registered provider arrived after the inspection commenced and remained on the premises for the inspection and feedback meeting.

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, information and records, care of the child in pre-school service and safety*.

The inspection focused on an examination of compliance under the following regulations:

9(1)(a)(b), (c), (2)(a) -(d), (4) and (7) (a) and (c) Management and Recruitment,
11(1), (2), (8)(a) Staffing Levels,
16 (i) and (k) Record in relation to pre-school service,
21 Equipment and materials,
23 Safeguarding, Health, Safety and Welfare of Child,
25(1) First aid.
27 Supervision
31 Notification of incidents

However, on inspection additional non-compliance which posed a risk was identified under Regulation 29 (c) and (d) Premises. These findings are outlined within the relevant regulations in this report.

A sampling process was used to assess compliance under regulation 16 (k) Record in relation to pre-school service.

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.

Additional Information

The inspection was triggered by information received by the inspectorate on the 11 November 2024.

An Immediate Action Notice was issued on the day of inspection for non-compliance identified under regulation 23 general safety. A number of toys found in the Baby, Toddler, Pre-Montessori and Montessori rooms were unsuitable and unsafe as detailed under Regulation 21 and 23.

The registered provider submitted a response on 14 November 2024 regarding general safety which was deemed to satisfactorily address the non-compliance.

Acknowledgments

The inspectors wish to acknowledge the cooperation of the registered provider, 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*
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.*

(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.

(7) A registered provider shall ensure that all employees, unpaid workers and contractors are appropriately supervised and provided with appropriate information, and where necessary training, including in relation to the following:

- (a) the policies, procedures and statements of the service specified in Schedule 5;*
- and*
- (c) these Regulations.*

Compliance Information

- (1)
- (a)(b) The service had a designated person in charge and a named person to deputise as required who were both on the premises throughout the inspection.
 - (c) There was evidence of a clear management structure which was displayed in the service. Staff demonstrated through discussion with the inspectors that they were aware of the management structure in the service.
- (2) The inspection included a review of six files for new adults employed in the service from the last inspection on the 29 January 2024 to date and included a review of Garda vetting disclosures for all staff. Documentation was reviewed in respect of these adults and met regulatory requirements as follows:
- (a) Ten written validated references were available from previous employers for adults employed in the service.
 - (b) Two written validated references were available from other sources as a second reference for two adults who did not have a second employer.

(c) Garda vetting disclosures from the National Vetting Bureau of An Garda Síochána were available for fourteen staff employed in the service. These were dated within the previous three years in adherence to the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Police vetting was available for five adults who had lived outside the State for a period exceeding six months as an adult.

(4) A record was available evidencing that six adults who were employed to work directly with the children held the required qualification.

Non-Compliance Information

(7) (a), (c)

The registered provider did not demonstrate that they had taken all reasonable measures to ensure that all employees were appropriately supervised and provided with appropriate information and training to safeguard the health, safety and welfare of children attending the service and to comply with the regulations as follows:

1. Through review of records and discussions with staff, it was evident that staff had not received appropriate supervision. Staff in the Baby and Toddler rooms reported they do not have regular one to one supervision. There were no written records on file to demonstrate supervision of staff took place. When the registered provider was asked for staff supervision records a staff induction checklist was provided. The registered provider stated there were no supervision records available. This was contrary to the supervision policy which outlined supervision meetings will be held twice a year and a record maintained.
2. Practices observed were directly at variance with the policies and procedures in place in the service. For example, the registered provider stated the daily risk assessment for the service does not include toys used by children. The registered provider stated the practice up to now was staff record in a book toys that are defective and remove them from the room. However, this was not observed to be happening in practice. Three staff in the Baby room reported they had not seen this book. One staff member in the Toddler room reported that they have been reviewing the toys and play equipment available to children in the room since the 11 November 2024 to ensure that they are safe and suitable for the children. However, the staff member confirmed this has not been completed due to the number of toys in the room. Further examples of these non-compliances are detailed under regulations 21 and 23.

3. The inspectors were not assured that the registered provider and designated person in charge, had sufficient knowledge of the policies and procedures in place in the service, and the regulatory requirements to achieve compliance within the service. The service policies and procedures were not readily available. The accident and incident policy was requested by inspectors at 10:36 on the morning of inspection. The policy was not provided to the inspectors until approximately 15:00. When the policy was provided it was a generic template. The registered provider did not demonstrate familiarity with the policy as evidenced by having to read through the policy to confirm which parts of the policy were not relevant to the service.

4. The registered provider completed a risk assessment on the 8 November 2024 following a reported serious incident involving a pre-school child. Inspectors found on inspection that it failed to mitigate the safety risk to children attending the service. On inspection, numerous toys were identified as unsuitable and unsafe by inspectors. The registered provider was requested to immediately remove these toys. An Immediate Action Notice was issued on the day of inspection on foot of the risks identified. The service was found to be in breach of a number of regulations including 9(7)(a) and (c), 10, 16(k), 21, 23 and additionally regulation 29 (c) and (d) where practices observed were not in line with service policies and regulatory requirements.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(7)(a), (c)

1.
 - The staff supervision policy has been reviewed and updated.
 - A memo has been sent to staff informing them of the supervision policy in place and the one-to-one supervision schedule which has been put in place.
 - A memo has been sent to the person in charge (PIC) informing them of their responsibility to undertake supervision sessions in the absence of the registered provider.
 - The registered provider has booked training on Facilitating Staff Supervision with an external agency.

2.

- The toys in all care rooms have been cleaned and checked to ensure they are age and stage appropriate and do not pose any risks to the children.
- Toys that posed a risk have been removed and have been replaced with new toys.
- A “Use of Toys Policy” has been developed and implemented.
- A memo has been distributed to staff outlining their responsibility to clean and check toys regularly to ensure they do not pose a risk to the children.
- Daily risk assessments and audit documents have been implemented and all staff are familiar with these and understand their responsibility to complete them on the digital app.
- A memo has been sent to the PIC informing them of their responsibility to carry out regular checks on the daily risk assessment documents to ensure they are being carried out, completed in full and signed by the relevant staff member.

3.

- All policies, procedures and statements have been updated and implemented from Monday 16th December to ensure they are relevant and specific to the service. This includes the Accident and Incident Policy and Infection Control Policy.
- A memo has been distributed to staff informing them of the new policies in place and they have been asked to read over and familiarise themselves with them.
- The service will close at the earlier time of 4pm on Monday 6th of January to conduct staff training of all policies and procedures. The registered provider and PIC have spent time refamiliarizing themselves with the services policies and procedures as well as the regulatory requirements to ensure they have sufficient knowledge to achieve compliance within the service.
- The registered provider will review the policies, procedures and statements annually or as required to ensure they are kept relevant and specific to the service. The PIC will be responsible for this if the RP requests their support.

4.

- The toys in all care rooms have been cleaned and checked to ensure they are age and stage appropriate and do not pose any risks to the children.
- Toys that posed a risk have been removed and have been replaced with new toys.
- A “Use of Toys Policy” has been developed and implemented.
- A memo has been distributed to staff outlining their responsibility to clean and check toys regularly to ensure they do not pose any risks to the children.
- A Weekly Risk Assessment/Audit for the Use of Toys in Care Room has been developed, distributed and implemented.
- A Risk Assessment for New Toy Introduction in Early Years Setting developed, distributed and implemented
- Daily risk assessment documents have been implemented and all staff are familiar with these and understand their responsibility to complete them on the digital app.
- A staff meeting took place on 14th of November to cover the new policies and procedures in relation to the introduction, care and risk assessment of toys in care rooms.
- A memo has been sent to the PIC informing them of their responsibility to carry out regular checks on the daily risk assessment documents to ensure they are being carried out, completed in full and signed by the relevant staff member.

A whole service annual review was started in November 2024 to reflect on, review, gather feedback and score various practices, policies, procedures, and statements in the service. This process highlights where improvements are necessary, and changes are required to be implemented going forward. This is due to be completed by 30th of January 2025.

Supporting documentation submitted

Written evidence of updated policies and daily risk assessment tools.

Summary Comment

The corrective and preventative actions as stated by the registered provider will address the non-compliance once implemented. Practice will be inspected on the next inspection.

Part III – Management and Staff

Regulation 10 - Policies, procedures etc. of pre-school service

A registered provider of a pre-school service shall ensure that the written policies, procedures and statements specified in Schedule 5 are in place for the service.

Compliance Information

Written policies, procedures and statements specified in Schedule 5 were in place for the service. The following written policies, procedures and statements, as specified in Schedule 5 were reviewed as part of the inspection process.

- Risk management
- Staff training
- Supervision of staff
- Infection Control

Non-Compliance Information

The registered provider did not ensure that all written policies, procedures and statements specified in Schedule 5 were in place for the service. There was no evidence available on the day of inspection to demonstrate that the service had the following required policies:

1. Policy on accident and incident.

The accident and incident policy provided to inspectors was a generic template which the registered provider stated was not service specific.

2. Policy on infection control. There was no infection control policy available.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- All policies, procedures and statements have been updated and implemented from Monday 16th December to ensure they are relevant and specific to the service. This includes the Accident and Incident Policy and Infection Control Policy.
- A memo has been distributed to staff informing them of the new policies in place and they have been asked to read over and familiarise themselves with them.

The service will close at the earlier time of 4pm on Monday 6th of January to conduct staff training of all policies and procedures.

Supporting documentation submitted

Updated policies.

Summary Comment

The actions as stated by the registered provider will address the non-compliances. The regulatory requirement is deemed to have 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.

(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-one children attending the service being supervised by eight adults on the day of inspection.

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

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:

(i) details of staff rosters on a daily basis;

(k) details of any accident, injury or incident involving a pre-school child attending the service

Compliance Information

(i) The staff roster was available and up to date.

Non-Compliance Information

(k) The registered provider did not have a written record of an incident which occurred in the service. It is acknowledged the service was unaware of the incident while the child was attending the service however, it was later reported by parents on the 8 November 2024 and subsequently there was no evidence of this recorded by the registered provider.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- An Accident and Incident Policy has been implemented and distributed to staff to familiarise themselves with. This outlines the procedure and responsibility to document accidents and incidents and their duty of care to children.
- An Accident and incident record book is kept in each care room and is easily accessible.
- A sample report page has been completed in full, laminated and is available in each care room for staff to refer to when reporting accidents or incidents.

- A memo has been sent to the PIC outlining their responsibility to carry out regular checks on the Accident and Incident book and follow up with any staff who have left sections blank.

Supporting documentation submitted

Updated policies

Summary Comment

The actions as stated by the registered provider will address the non-compliances. The regulatory requirement is deemed to have been met.

Part V - Care of Child in Pre-school Service

Regulation 21 – Equipment and materials

A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.

Non-Compliance Information

Inspectors completed a review of play equipment provided for children in the Baby, Toddler, Pre-Montessori room (used by children from Toddler room), and Montessori room. The registered provider confirmed a risk assessment of toys in all care rooms was completed over three days by the service following a serious incident to a pre-school child. However, on the day of inspection inspectors found unsuitable play equipment in the Baby, Toddler and Pre-Montessori and Montessori rooms. This play equipment was readily available and accessible to the children in these rooms as detailed below.

Baby room:

All children were aged 12-18 months

1. Two small wooden toys were unsuitable for use as they were worn and the paint was chipped and wood exposed.

Toddler room:

All children were aged 2 years.

2. A doll figure was observed to be worn and unsuitable.
3. A dinosaur figure was broken and unsuitable for use.
4. A wooden vehicle was unsuitable for use as it was observed to be worn with chipped paint and wood exposed.

Pre-Montessori room:

(Used by Toddler room) All children aged 2 years.

5. A toy horse with long hair was worn and a boat shaped toy was broken.

Montessori room:

Children aged 2-3.5 years.

6. Five small plastic animals, sea life figures and a toy aeroplane which were accessible to children were observed to be broken and unsuitable for use.
7. Two dolls were broken with loose parts and long hair.
8. The paint was chipped on a small wooden bus toy and the wheels were loose.
9. Wooden Montessori materials were worn and the paint had chipped away on blocks, cylinder shapes and number cards.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- The unsuitable play equipment in the Baby, Toddler and Pre-Montessori and Montessori rooms that posed a risk have been removed and have been replaced with new toys.
- A "Use of Toys Policy" has been developed and implemented.

A memo has been distributed to staff outlining their responsibility to clean and check toys regularly to ensure they do not pose a risk to the children.

- A Weekly Risk Assessment/Audit for the Use of Toys in Care Room has been developed, distributed and implemented.
- A Risk Assessment for New Toy Introduction in Early Years Setting developed, distributed and implemented.
- Daily risk assessment documents have been implemented and all staff are familiar with these and understand their responsibility to complete them on the digital app.
- A staff meeting took place on 14th of November to cover the new policies and procedures in relation to the introduction, care and risk assessment of toys in care rooms.

A memo has been sent to the PIC informing them of their responsibility to carry out regular checks on the daily risk assessment documents to ensure they are being carried out, completed in full and signed by the relevant staff member.

Supporting documentation submitted

Written and photographic records.

Summary Comment

The actions as stated by the registered provider will address the non-compliances. The regulatory requirement is deemed to have been met. Practice will be reviewed on next inspection.

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. The kitchen was not accessible to children. Blind cords were safely secured. Fire exits were clearly marked and unobstructed.

Non-Compliance Information

The inspectors found by observation of practice, review of documentation, discussion with staff and inspection of the premises that the registered provider had not taken all required steps to safeguard the health, safety and welfare of the children attending as detailed.

General Safety:

Unsafe play equipment and materials were identified in the care rooms named and the outdoor area as posing a safety risk to children as detailed below. An Immediate Action Notice was issued on the day of inspection due to presence of play equipment unsuitable for children under 3 years of age.

Baby room:

1. Staff reported there is no risk assessment checklist for toys and staff stated the registered provider chooses the toys for the care rooms. One toy had sticky tape and three toys had long cords. These items posed a potential choking risk

Toddler room:

2. There were over thirty small plastic toys including toy animals, sea life, small insect toys, dinosaurs and mini figures which were accessible to children. Three small toys cars were available and a loose small plastic star shaped object with sharp edges were accessible. These toys were suitable for children aged 3 + years and not suitable for the children present who were all aged 2 years. In discussion with the inspector staff stated that they had not yet reviewed all the equipment in the room to assess it's suitability for children under 3 years of age.
3. A foam dinosaur was observed with a broken head, arms and tail posing a potential choking risk.

4. The surface of a small wooden toy was worn, the paint was chipped and pieces of glue were visible posing a potential risk to the safety of a child if ingested.
5. The foam bumper on a low-level wooden station beside the play kitchen was torn posing a potential choking risk.
6. A low-level cupboard was unlocked, a bottle of disinfectant was accessible to the children posing a safety risk.
7. The laminate surface on a low-level shelf was damaged and peeling away posing a potential choking risk

Pre-Montessori room:

8. Three small cars, and a small plastic block and seven small dinosaur figures were accessible to the children who were all aged 2 years. These toys were not suitable for children under 3 years.

Outdoor area:

9. Numerous sections of the wooden panelling in the outdoor area were broken with wood splinters in areas posing a potential injury risk.
10. The foam bumper at the corner of the step to the Montessori room was torn with foam exposed and posed a potential choking risk.
11. The saddle on one of the tricycles was torn and foam was exposed posing a potential choking risk.

Additional non-compliance not room specific:

12. A sample of fourteen accident and incident records were reviewed. Four forms did not detail all required information including the child's date of birth, surname, signature of parent and signature of manager.
This may affect the continuity of care to a child.

Action submitted by the Registered Provider

Corrective Action

General Safety:

A "Use of Toys Policy" has been developed and implemented.

8. A memo has been distributed to staff outlining their responsibility to clean and check toys regularly to ensure they do not pose a risk to the children.

Baby Room

9. The toys that posed a risk have been removed and replaced with suitable toys in line with the new Use of Toys Policy.

Toddler room

2,3,4. The toys that posed a risk have been removed and replaced with suitable toys in line with the new Use of Toys Policy.

5. The foam bumper has been fixed and no longer poses a risk.
6. All cleaning supplies are kept on a high shelf out of children's reach. The low-level cupboard is no longer used for storing disinfectant or other such items.
7. The low-level shelf has been removed and no longer poses a choking risk.

Pre-Montessori room

10. The toys that posed a risk have been removed and replaced with suitable toys in line with the new Use of Toys Policy.

Outdoor area

11. Arrangements have been made for the wooden panelling in the outdoor area and any additional work to be completed by 10th January 2025. An outdoor seating area has been placed against the fence in the meantime and staff have been asked to redirect children away from the fence.
12. The foam bumper at the corner of the step to the Montessori room will be completed by 10th January 2025.
13. The tricycle with the torn saddle has been removed and the children no longer have access to it.

Additional non-compliance

14. All accident and incident reports have been reviewed and the missing details filled in. An Accident and incident record book is kept in each care room and is easily accessible. A staff memo has been distributed outlining staffs' responsibility to fully complete this in real time and to obtain the child's parents' signature.

Preventive Action

A Toy and Equipment Deep Cleaning Schedule has been developed, distributed and implemented.

A Weekly Risk Assessment/Audit for the Use of Toys in Care Room has been developed, distributed and implemented.

A Risk Assessment for New Toy Introduction in Early Years Setting developed, distributed and implemented.

A staff meeting took place on 14th of November to cover the new policies and procedures in relation to the introduction, care and risk assessment of toys in care rooms.

A memo has been sent to the PIC informing them of their responsibility to carry out regular checks on the daily risk assessment documents to ensure they are being carried out, completed in full and signed by the relevant staff member.

- Indoor and outdoor daily risk assessments have been implemented to ensure that all areas are always safe for children.
- A sample report page has been completed in full, laminated and is available in each care room for staff to refer to when reporting accidents or incidents.
- A memo has been sent to the PIC outlining their responsibility to carry our regular checks on the Accident and Incident book and follow up with any staff who have left sections blank.

Supporting documentation submitted

General Safety:

Written and photographic evidence.

Summary Comment

The actions as stated by the registered provider will address the non-compliances. The regulatory requirement is deemed to have been met. Practice will be reviewed on next inspection.

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.

Non-Compliance Information

- (1) While it is acknowledged two staff present on the day of inspection were trained in paediatric first aid, a person trained in first aid responder training was not immediately available to the children.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1) The staff roster clearly outlines who the person trained in first aid responder training is. They must be immediately available to the children if required (including during lunch times).

- An additional staff member has completed FAR training.
- A memo has been sent to the PIC informing them that a person trained in first aid responder (FAR) training is immediately available to the children at all times. This is to be clearly outlined on the staff roster and any changes made must be recorded.

Supporting documentation submitted

Written records.

Summary Comment

The actions as stated by the registered provider will address the non-compliances. The regulatory requirement is deemed to have been met.

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

At all times during the inspection staff supervised children by sight and sound in both the indoor and outdoor areas.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

A registered provider shall ensure that the premises of the service are-

- (c) kept adequately lit, heated and ventilated*
- (d) cleaned, maintained and repaired, as required, and*

Non-Compliance Information

(c) The registered provider did not ensure that parts of the premises were adequately ventilated. In the Pre-Montessori room, damp was noticed on part of the wall causing the paint to flake off and an accumulation of black mould spores were visible on the ceiling posing potential health risks to the children who were present in this care room during the morning.

(d) The registered provider did not ensure the service was cleaned, maintained and repaired as required as evidenced by the following.

1. In all care rooms there was evidence of a build-up of dust and debris in the corners, skirting boards, radiators, ledges, and shelving. There were no cleaning schedules or written records of which toys were cleaned. Staff in the Baby room explained to the inspector they pick one box of toys each week to clean but they do not record what was cleaned and as a result all items may not be cleaned as required. Staff in the Toddler room reported there is no cleaning schedule, staff just clean their own rooms. All care rooms required a deep clean.
2. In the Baby, Pre-Montessori and Toddler rooms, paint was chipped off the walls and skirting boards in areas causing plaster and wood to be exposed.

3. In the Baby room there was dust and debris at the base of the ball pool and no record of cleaning. Staff reported they spray the balls with disinfectant every 2 weeks.
4. In the Toddler room there were holes in the wall on a large chalkboard and plaster was exposed.
5. In the Toddler room a section of beading was broken and missing on the floor under the chalkboard.
6. The wooden step to the Montessori room in the outdoor area was broken and there was evidence of water damage.
7. In the Montessori room the beading on the base of the mirror was damaged and therefore could not be cleaned effectively.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(c) The black mould spores have been cleaned and treated appropriately. The flaking paint has been removed and the area has been repainted.

(d)

1. A full service deep clean has been carried out on Sunday 15th of December and a further deep clean is planned for dates during the Christmas Holidays when the service is closed.
2. The paint chipped off the walls and skirting boards in areas causing plaster and wood to be exposed In the Baby, Pre-Montessori and Toddler rooms has been fixed and repainted.
3. The ball pool in the baby room has been thoroughly cleaned with all dust and debris removed. The ball pool has been added to the baby room cleaning schedule.
4. The holes in the wall in the toddler room have been repaired and repainted.
5. The section of broken beading in the toddler room has been replaced.
6. Arrangements have been made for the wooden step to the Montessori room in the outdoor area to be fixed.
7. In the Montessori room the beading on the base of the mirror has been fixed.

Preventive Action

- A cleaning schedule has been developed for each of the care rooms and common areas.
- The windows are to be opened in the pre-Montessori room each morning to ensure there is adequate ventilation. Regular temperate checks must be carried out to ensure the room

temperate is within the correct range and the windows closed as necessary. Signs have been placed within clear view in the room as a further reminder to staff.

- Daily risk assessment documents have been implemented and all staff are familiar with these and understand their responsibility to complete them on the digital app.
- A memo has been distributed to staff requesting that if they notice any damage to the walls, furniture or toys please report it to management immediately so that it can be addressed and fixed in a timely manner.
- A memo has been sent to the PIC informing them of their responsibility to carry out regular checks on the daily risk assessment documents to ensure they are being carried out, completed in full and signed by the relevant staff member.

Supporting documentation submitted

Written evidence.

Summary Comment

The actions as stated by the registered provider will address the non-compliances. The regulatory is deemed to have been met.

Part VIII - Notifications and Complaints

Regulation 31 - Notification of incidents

A registered provider shall notify the Agency in writing within 3 working days of becoming aware of any of the following incidents occurring in the preschool service:

(d) a serious injury to a pre-school child while attending the service that requires immediate medical treatment by a registered medical practitioner whether in a hospital or otherwise;

Non-Compliance Information

- (7) The registered provider failed to notify the Agency within three working days of becoming aware of a serious injury to a pre-school child.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (7)
- An Accident and Incident Policy has been implemented and distributed to staff to familiarise themselves with. This outlines the procedure and responsibility to document accidents and incidents and their duty of care to children.

An Accident and incident record book is kept in each care room and is easily accessible.

- A sample report page has been completed in full, laminated and is available in each care room for staff to refer to when reporting accidents or incidents.
- A memo has been sent to the PIC outlining their responsibility to carry out regular checks on the Accident and Incident book and follow up with any staff who have left sections blank.
- A memo has been distributed to PIC reminding them of the registered providers responsibility to notify the Agency within three working days of becoming aware of a serious injury to a pre-school child.

The RP and PIC will maintain clear ongoing communication in relation to all accidents and incidents and ensure that the correct procure is followed especially in the event of a serious injury so that the registered provider can notify the Agency within three working days.

Supporting documentation submitted

Written records.

Summary Comment

The actions as stated by the registered provider will address the non-compliances. The regulatory requirement is deemed to have been met.