

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DS005		
Name of Service:	Grian na nÓg		
Address of Service:	Grian na nÓg, Greenogue, Rathcoole, Dublin 24, Co. Dublin		
Eircode:	D24 F430		
Name of Registered Provider:	Rachel Blake, Davina Forde		
Service type:	Full Day, Part Time, Sessional		
Date of Inspection:	17/04/2023		
No of pre-school children:	AM	59	PM 36
Address of the Early Years Inspectorate:	Early Years Inspectorate, Tusla Child and Family Agency, 2 nd Floor, Brunel Building, Heuston South Quarter, Dublin 8.		
Inspection undertaken by:	E. Mulhern & S. Quigley		
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

Grian na nÓg is an early years service located in Rathcoole, Dublin 24. The service operates from a one-storey, purposely built premises and includes seven child-care rooms, a sensory room and a large outdoor area. A service is offered to children from one to six years of age between 7:30am and 6:30pm. The service participates in the Early Childhood Care and Education (ECCE) scheme, providing a sessional service in the mornings.

Staffing

There are 18 staff employed to work in the service including the two registered providers and the chef.

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 areas of governance/ health, welfare and development of child and safety. The inspections may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9 (1), (2), (3) & (4), 11 (1) & (2), 16 (h), (i), (j) & (k), 19 (1)(b), 25, 26 and 28.

A sampling process was used to assess compliance under regulations 16 and 19 (1)(b). The scope of the inspection under these regulations included Playschool rooms 1 and 2.

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 providers, 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.

(3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.

(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 named person in charge and a person who could deputise in their absence.

(b) The person in charge was present when the inspectors arrived and remained on the premises throughout the inspection. The staff roster provided for the person in charge or named deputy to be present at all times of opening.

The inspection focused on the recruitment records of one staff member who the registered providers stated had commenced working in the service since the previous inspection.

(2) (a) The registered providers informed the inspectors that the staff member had only one previous employer. A reference was available from the previous employer with a record of verification.

(c) A Garda vetting disclosure was available for the staff member.

(d) Not applicable as the staff member had not lived outside the state as an adult.

(4) Not applicable as the registered providers told the inspectors the staff member was employed to work with school-aged children.

Non-Compliance Information

(2)(b) The registered providers had not sourced a second reference from a reputable source for one staff member who had been employed since the previous inspection.

(3) The registered providers did not ensure that all appropriate procedures were carried out prior to the staff member commencing work in the service. A second reference was not available and the Garda vetting disclosure was dated three days after the staff member commenced working in the service, contrary to the National Vetting Bureau (Children and Vulnerable Persons) Act 2012.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(2)(b) A second reference has been sought from a reputable source for the staff member.

(3) Management has reviewed regulation 9 and the staff recruitment policy was updated with the addition of a checklist. A checklist has been created outlining all documentation that is required. This checklist will be completed for every new employee and employment will not commence until all documentation is sourced.

Supporting documentation submitted

- Copy of reference with record of verification
- Copy of recruitment records checklist

Summary Comment

The actions have been deemed appropriate in addressing the non-compliance. These will be reviewed on the next inspection.

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) The inspectors observed that an adequate number of adults were working directly with the children.

(2) The minimum ratio of adults to children was always maintained. There were 13 staff working directly with a maximum of 59 children attending on a sessional, part-time and full-day-care basis.

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

- (h) Attendance records were reviewed for children attending Playschool rooms 1 and 2. The attendance of all children present was recorded. There were daily records available and these included the time children arrived at and left the service.
- (i) The service had a staff roster detailing the staff's daily hours of work.
- (j) Medication records were reviewed for children attending Playschool rooms 1 and 2. Records were available detailing medications which had given to children with signed parental consent.
- (k) Accident and incident records were reviewed in relation to children attending Playschool rooms 1 and 2. These included the required information and a parent/guardian signature indicating the information had been shared.

Non-Compliance Information

- (j) Two of the records available detailing medicines given to children did not include the signature of the adult who witnessed the administration of the medicine. This was at variance with the services Administration of Medicine policy which stated that the witness signs the medication form.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The medication policy has been emailed to all staff. The medication policy has been revisited by all staff and each staff member has signed a document to confirm that they have re familiarized themselves with the policy.

Supporting documentation submitted

- Copy of email sent to staff regarding medication administration policy
- Copy of document with staff signatures stating they are familiar with the policy

Summary Comment

The actions have been deemed to appropriately address the non-compliance.

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-

(b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.

Compliance Information

The inspectors observed appropriate care practices in place. The children moved freely – exploring their environment, playing and engaging with each other and the staff. They spent time outdoors and were dressed appropriate to the weather. The children used the toilet when they needed and children wearing nappies had these changed regularly. A child in Playschool room 1 was promptly assisted to change into spare clothes when their trousers became wet. Staff used opportunities when assisting with personal care for warm individual engagement with the children.

The service provided snacks, meals and drinks. Staff sat with the children when eating. They provided them with help when needed whilst supporting their independence. Children were assisted to clean their faces and wash their hands at appropriate times.

Children who required sleep were facilitated to sleep in the afternoon after their meal. The room where they slept was calm and conducive to sleep. The children who had soothers were offered these when they were being placed to sleep. Staff provided the children with comfort and reassurance as they were settling to sleep, talking to them gently and sitting next to them. Areas were available within the children’s rooms where they could rest comfortably outside of this time or take a break from activities.

Staff demonstrated warmth and affection in their interactions with the children. They addressed them by name, used gentle tones and interacted with them in a positive manner. The staff provided the children with comfort when they became upset - holding them and talking to them in soft tones. Individual daily diaries were kept throughout the day to give to parents/guardians who requested it to provide for continuation of care.

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) There was always a person with a recognised first aid certificate available to the children. The staff roster provided for at least one of the trained staff members to be present at all times of opening.

(2) (a) A suitably equipped first aid box was stored in a conspicuous position within reach of adults.

(b) The first aid box was always available for use.

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 fire-drills carried out in the service. The last fire drill recorded was dated 31 March 2023.

(b) The service had a record outlining the firefighting equipment and the smoke alarm system in the service. The last recorded dates of maintenance were 6 September 2022 and 12 January 2023 consecutively.

(4) Notices of the procedures to be followed in the event of a fire were displayed in conspicuous positions on the premises.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

An insurance certificate was available for the period dated 28 March 2023 to 27 May 2024.