

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DS079
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Name of Service:	Naíonra Chaitlín Maude Ltd
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Address of Service:	F/ch Scoil Chaitlín Maude, Hazelgrove Estate, Cill an Árdáin, Tallaght, Dublin 24, Co. Dublin
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Eircode:	D24 RYW1
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Name of Registered Provider:	Bairbre Ní Ghoill
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Service type:	Part Time, Sessional
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Date of Inspection:	17/10/2024
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No of pre-school children:	AM	30	PM	17
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Address of the Early Years Inspectorate:	1st floor Trinity Building, IDA Business Park, Southern Cross Road, Bray, Co. Wicklow.
Inspection undertaken by:	Sarah Quigley
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

Naíonra Chaitlín Maude is a community based early years service that provides part time and sessional care and education to preschool children aged two to six years. The service is located on the grounds of Scoil Chaitlín Maude primary school in Tallaght, Dublin 24, and operates from three care rooms located in three purpose built prefabricated buildings. An outdoor play area is available to the children.

Staffing

The service currently employs thirteen adults including a service manager and an adult who works in an administrative role. On the day of inspection, twelve adults were present including the designated person in charge and an adult on a work placement programme. The registered provider does not work in the service and was not present during the inspection.

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

A sampling process was used to assess compliance under regulation 15 and regulation 16.

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 inspector wishes to acknowledge the cooperation of the 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

(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

(2) Documentation was reviewed in respect of 9(2)(a) to (d) for four adults employed to work in the service since the last date of inspection on the 15th September 2021. Regulation 9(2)(c) was assessed for all thirteen adults employed in the service. The following records were available for the adults:

(a) (b)

The registered provider demonstrated that they had verified the references obtained from two sources for two of the adults.

(c) A Garda vetting disclosure from The National Vetting Bureau was available for the thirteen adults employed. However, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years. Please refer to the information detailed in Regulation 23 of this report.

(d) Not applicable, no adult required international police vetting.

(4) Two of the adults held a relevant major award in Early Childhood Care and Education on the National Framework of Qualifications. The other two adults did not require a qualification.

Non-Compliance Information

- (2)
- (a)(b)
- The registered provider did not ensure that each employee, unpaid worker and contractor is suitable and competent taking into consideration the nature of the needs of children as follows:
- There were no references available for one of the adults who has been working in the service since the January 2023.
 - Two of the references obtained for one adult had not been appropriately verified.
- (3) The assessment of regulation 9(3) was limited to four staff members that commenced employment in the service since the last date of inspection on the 15th September 2021. Documentation reviewed evidenced that the procedures specified under Regulation 9(2) had not been carried out prior to two of the adults commencing employment in the service, as detailed above.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

References have since been obtained and verified. A system is now in place and training provided on compliance checklist for all employees.

Supporting documentation submitted

Supporting documentation was submitted and reviewed by the early years inspector.

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.*
- (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) An adequate number of adults were working directly with the pre-school children attending the service during the inspection.
- (2) The registered provider ensured that the minimum ratio of adults to children was maintained in the service on the day of inspection. There were thirty children present in the service being supervised by eleven adults during the 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.*

Compliance Information

(1)(a)-(i)

A sample of documentation was reviewed for twelve of the children currently enrolled to attend the service by the inspector. The registered provider ensured that a record in writing was kept of the details relating to points (a) to (g), and (i) of the above regulation for each of the records reviewed

Non-Compliance Information

Three of the records reviewed did not contain details of immunisations received by the child, as required above under 15(1)(h).

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

Records have been updated to reflect records of immunisations. Training has been implemented on all paperwork required for compliance.

Supporting documentation submitted

Supporting documentation was submitted and reviewed by the inspector.

Summary Comment

The regulatory requirement has been met.

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) Documentation reviewed evidenced that children’s attendance was being accurately recorded in each care room.
 - (i) A staffing roster was available in the service and was reflective of the staff members present throughout the inspection.
 - (j) Staff members stated that medication is not routinely administered to children in the service. Staff members detailed the procedures in place should the requirement arise for medication to be administered, and had appropriate documentation to record this if needed.
 - (k) Records of accidents and incidents which had occurred in the service were available. A sample of the documentation was reviewed and contained the necessary details.

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 inspector observed appropriate care practices in place throughout the inspection. The children moved freely in each care room, independently choosing what activities they would like to engage in both alone and with staff members. The programme of care was observed to be child led and children were visibly content and engaged in play-based activities throughout the inspection. The children from each room spent time outdoors and children were dressed appropriate to the weather. Children accessed the toilet independently and staff provided support to younger children where required. Staff availed of opportunities throughout the inspection for personal one to one interactions with the children and demonstrated a good awareness of each child's individual needs. Staff interacted warmly with the children and used gentle tones during conversations addressing children by name and speaking to them at their level.

Staff sat with the children during lunch time creating a homely, relaxed atmosphere. Children's drinks were available to them at all times. Designated rest areas were provided within the rooms where children could relax or take a break from activities.

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

The inspector found by observation of practice, review of documentation, discussion with the registered provider, and inspection of the premises that the following steps to safeguard children attending:

General Safety:

The entrance to the service was adequately secured to ensure the safety of the children within and to avoid unauthorised persons gaining access or children exiting unsupervised. The toys and play equipment observed in use by the children on the day of inspection were safe and in good working order. The registered provider had taken measures to ensure the indoor play environment was safe and free from hazards. Cleaning products and hazardous materials were stored securely out of reach of the children.

Infection Control:

An infection control policy was in place to inform practice. The children were supported to wash their hands at regular intervals including after using the toilet, after outdoor play, and before lunch. Schedules were in place and maintained to ensure the service, equipment and materials are regularly cleaned. Staff members outlined appropriate exclusion periods for adults and children with infectious illnesses were implemented in the service as per the policy.

Administration of Medication:

There was written evidence of prior parental consent for the administration of both temperature reducing and prescribed medications, and there were procedures in place to safely administer and document such medication if required, including in the case of an emergency. Staff members detailed the procedures for administering medication when required during discussions with the inspector and had appropriate documentation available to record such administration if required.

Fire Safety:

The designated fire escape routes were clearly indicated and free from obstruction on the day of inspection. Staff members adequately outlined the evacuation procedures in place in the event of a fire and stated that fire drills are practiced regularly on a monthly basis.

Non-Compliance Information

General Safety:

The service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Three staff members working in the service did not have a Garda Vetting disclosure which was dated within the last 3 years.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

Garda Vetting has since been updated through GVB and provided. Vetting tracker attached from today's date. The service has a new procedure in place to ensure timely updating and or renewal of Garda vetting.

Supporting documentation submitted

General Safety:

Supporting documentation was submitted and reviewed by the inspector.

Summary Comment

The regulatory requirement has been met.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

Documentation reviewed evidenced that the preschool service was adequately insured for the type of service provided and the number of children in attendance.