

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DS147
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Name of Service:	Parkside Childcare
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Address of Service:	20a Fonthill Abbey, Ballyboden Rd, Rathfarnham, Dublin 14, Co. Dublin
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Eircode:	D14 XA99
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Name of Registered Provider:	Emma Buckley
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Service type:	Full Day, Part Time, Sessional
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Date(s) of Inspection:	28/09/2023
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No of pre-school children:	AM	127	PM	100
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Address of the Early Years Inspectorate:	Early Years Inspectorate, Brunel Building, Heuston South Quarter, Dublin 8.
Inspection undertaken by:	A. Bradshaw, E. Finnegan Hayes and T. Nelson
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.
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Description of service

Parkside Childcare is a full day care service also offering part time and sessional care to children aged from 0-6 years. The service is operational from 7:30am to 6:30pm, five days a week.

The service is located in a converted house with separate buildings onsite. There is a dedicated sleep room which is located on the ground floor and sanitary facilities are available in all buildings. The service has a kitchen in which to prepare food for the children. There is an enclosed outdoor area at the rear of the property. There are eleven care rooms in operation, they are the Baby Room, Wobbler A & B, Toddler 1A & 1B, Toddler 2A & 2B, Preschool 1A & 1B, and Preschool 2A & 2B.

Staffing

The registered provider works in the service in a management capacity and does not work directly with the children. There is a supporting management team which includes a manager who works offsite and two deputy persons in charge. There are forty-five staff employed in the service including kitchen and cleaning staff. On the day of inspection there were forty-two staff members, including the chef and two deputy managers. A member of the management team arrived 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

The unannounced inspection focused on an examination of compliance under Regulation 9 Management and recruitment (1)(a)(b)(c), (2)(a)(b)(c)(d),(4), Regulation 11 Staffing Levels (1)(2), Regulation 16 Record in relation to pre-school service (a)(b)(c)(d)(e)(f)(g)(h)(i)(j)(k), Regulation 20 Facilities for Rest and Play (1)(a)(b), (3)(a), Regulation 23 Safeguarding Health, Safety and Welfare of child and Regulation 29 Premises. These findings are outlined within the relevant regulations within this report.

A sampling process was used to assess compliance under regulation:

Regulation 16- Record in relation to pre-school service,

Regulation 20 Facilities for Rest and Play,

Regulation 23- Safeguarding Health, Safety and Welfare of Child,

Regulation 29- Premises.

Regulation 9 - Management and Recruitment was assessed in relation to all staff and students working in the service and Regulation 11- Staffing Levels was assessed in relation to all children in attendance.

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 persons 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.

Compliance Information

(1) The service had a designated person in charge and named person to deputise as required.

(b) The designated person in charge was present during the inspection.

(c) There was a clear management structure in the service which was displayed in the office.

(2) The files of 45 staff members employed in the service were reviewed.

(a) The following references were from a past employer.

- Fifty-eight validated written references were available for thirty-nine staff members.

(b) The following references were available from a reputable source.

- Thirty-two validated written references were available for twenty-six staff members.

(c) Garda vetting was available for forty-five staff members.

(d) Police vetting was available in respect of twenty-two staff members who had lived outside the jurisdiction for longer than six months as an adult.

(4) Forty-one staff members working directly with the children had documentation available to demonstrate that they held 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.

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) There were 127 children attending the service being supervised by 41 adults.
- (2) The adult to child ratios were correct when the inspectors arrived unannounced to the service and throughout the inspection. The minimum ratio of adults to children was maintained at all times.

Table 1.

Room	Type of Service	Age Range of Children	No. of children present	No. adults present	Minimum numbers of adults required.
Baby Room	Full day care	12-18 months	12	4	3
Wobbler A	Full day care	16 -23 months	9	3	2
Wobbler B	Full day care	19 -24 months	5	2	2
Toddler 1A	Full day care	22 -23 months	5	1	1
Toddler 1B	Full day care	2 – 2.5 years	7	2	2
Toddler 2A	Full day care	2 - 3 years	9	2	2
Toddler 2B	Full day care	2 – 3 years	16	3	3
Preschool 1A	Full day care	3 – 4 years	9	2	2
Preschool 1B	Full day care	2.5 – 4 years	18	3	3
Preschool 2B	Full day care	4 -5 years	22	3	3
Preschool 2A	Full day care	3 – 5 years	15	3	3

The additional staff who were rostered were available to cover staff breaks and to provide support in the rooms when required.

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:

- (a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;*
- (b) details of the class of service and the age profile of children for which the service is registered to provide services;*
- (c) details of the adult:child ratios in the service;*
- (d) the type of care or programme provided in the service;*
- (e) the facilities available;*
- (f) the opening hours and fees;*
- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (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

The registered provider ensured that records about the following were maintained as required:

- (a) The name, position, qualifications and experience of the person in charge and every other employee was displayed outside each care room.
- (b)(c)(d)(e) The following information was included in the statement of purpose document available in the office: the type of service, the age profile of children for which the service is registered to provide services, details of the adult: child ratios in the service, the type of care or programme provided in the service and the facilities available.
- (f) The service fee policy was displayed on the window of the office including the opening hours and fees charged by the service.
- (g) The service maintained the policies, procedures and statements required by Regulation 10.
- (h) A copy of the attendance records was available and reviewed on inspection.

(i) A staff roster was available to the inspectors.

(k) A sample of twenty accident and incident records were reviewed. These were observed to have all the necessary information, completed with parental and staff signatures.

Non-Compliance Information

(j) A sample of five medication records were reviewed and of these, three were not fully completed as per the services administration of medication policy. For example, three of the records did not have parental signatures indicating parents had been informed of the administration of medication, and one did not have the second signature of a staff member who witnessed the administration of medication.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(j) The registered provider stated that all staff have been reminded by management to accurately fill out all elements of the medicine consent form. In addition to the medication record forms staff also record medication given in the child's daily report sheet, these were reviewed by management and found to be completed. The Quality and Compliance Officer will complete weekly checks on all forms pertaining to Regulation 16

Supporting documentation submitted

A copy of the redacted daily records was submitted

Summary Comment

The actions submitted by the registered provider have addressed the non-compliance and Regulation 16 is compliant.

Part V - Care of Child in Pre-school Service

Regulation 20 – Facilities for rest and play

(1) Subject to this regulation, a registered provider shall ensure that-

(a) having regard to the number of pre-school children attending the service, their respective ages and the amount of time they spend on the premises, there are adequate and suitable facilities for each child to play indoors and, where required by these Regulations, outdoors, during the day, and

(b) there are adequate and suitable facilities for a pre-school child to rest during the day, and in the case of an overnight pre-school service, during the day and the night.

(3) A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph (2) applies, shall ensure that-

(a) a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises, or

Compliance Information

(1)(a) Care rooms were observed to have a range of toys and equipment appropriate to the ages and stage of development of the children in each room. Children were unrestricted in moving around the rooms and accessing play experiences.

(b) Cosy areas in the care rooms offered the children a space to rest during the day to take a break from activities. There were an adequate number of cots available for young children who required sleep throughout the day. Rooms were dimmed and low music was played as children slept. Staff were observed to monitor the room temperature and each child's position, colour and breathing during sleep time.

(3)(a) A suitably secured outdoor area was available on the premises. A rota was available to facilitate all rooms accessing the area each day. There was a large canopy which staff explained is used to protect the children from direct sunlight or light rain. The garden is divided into different areas to allow various ages of children to access the garden at the same time. These staff were observed to use barriers to create spaces in the yard outside their rooms to facilitate children to participate in art and crafts in the outdoors.

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 door handles on internal doors were at a height that was inaccessible for children preventing them from accessing unsafe areas.
- The main entrance to the service was secured with a keypad with prevents unauthorised entrance or exit.
- Windows have restrictor mechanisms in place preventing them from opening too wide.
- All window blind cords were secured away from children.
- There were finger pinch protectors installed on door frames and other furniture to prevent the risk of injury to the children.

Infection Control:

- There was warm water, soap and disposable hand towels available in the children and staff sanitary areas to allow for effective hand washing.
- Creams for nappy changing were individually labelled and stored away from children's reach.
- Cleaning records were noted to be completed and up to date.
- Pedal bins were observed to be used in each sanitary area reducing the number of surfaces touched during nappy changing.
- Personal Protective equipment was available to staff when changing nappies or dealing with bodily fluids.
- Staff verbally described how children's sheets and blankets are laundered once a week and then stored in individually labelled bags to prevent cross-infection.
- Individual freshly laundered facecloths were used to clean children's hands and faces after dinner.
- Cot mattresses were covered in a wipeable material reducing the risk of cross-infection

Safe Sleep:

- Sleep beds and cots were placed 50 cm apart during sleep time to reduce the risk of cross infections and give staff access to each child if required.
- A risk assessment was available for three children under the age of 24 months who were sleeping on low beds. The risk assessment demonstrated it was deemed unsafe for them to sleep in a cot. These were signed by the children's parents and the person in charge of the service.

- Staff in the baby room explained that younger children have two naps in the day and older children just sleep once.

Non-Compliance Information

General Safety:

1. In Wobbler A, a phone cord was not secured and was accessible to a child when placed in a cot below the wall phone. This created a risk of injury to the child.
2. In Toddler 1B the door handle was not secured on the door to the sanitary facility, screws were exposed which created a risk of injury to the children.

Administration of Medication:

3. On the day of inspection there were two children requiring medical care plans detailing the signs and symptoms of a child's medical condition or the steps to be taken in the event of an emergency however only one care plan was available.

Fire Safety:

4. An exit door in the main building and firefighting equipment were partially blocked which created a risk of delay in evacuating the building in an emergency.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. The registered provider submitted evidence on 29 September 2023 to demonstrate the phone cord had been secured and placed out of the children's reach.
2. The registered provider submitted photographic evidence to demonstrate the door handle had been fixed. The registered provider stated that there is an ongoing maintenance list and contract with a maintenance firm. Management has been instructed by the Registered Provider to vehemently insist that all urgent jobs are completed as soon as possible and that all classroom leaders take precautions to minimise the risk of injury whilst waiting for maintenance to complete the tasks.

Administration of Medication:

3. The registered provider submitted a copy of a medical care plan required for a child in the service on 29 September 2023.

Fire Safety:

4. The registered provider submitted evidence on 29 September 2023 to demonstrate the area had been cleared and the exit and firefighting equipment were now accessible.

Supporting documentation submitted

General Safety:

Photographic evidence was submitted.

Administration of Medication:

A copy of the care plan was submitted.

Fire Safety:

Photographic evidence was submitted.

Summary Comment

The actions submitted by the registered provider have addressed the non-compliances identified and Regulation 23 is compliant.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

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

- (b) safe and secure,*
- (c) kept adequately lit, heated and ventilated*
- (d) cleaned, maintained and repaired, as required, and*
- (e) equipped with adequate and suitable sanitary facilities.*

Compliance Information

(b) The main entrance is secured with a keypad which prevents unauthorised access or exit. The inspectors were required to sign in and out on the day of inspection.

(c) Natural lighting which was supplemented by artificial lighting was provided throughout the service. Window blinds were used to dim the room during sleep and rest time. Windows were observed to be opened in some of the care rooms to provide ventilation throughout the day. Mechanical ventilation was present and appeared to be working in all sanitary areas in the service.

(d) The registered provider verbally explained that rooms were being re-configured however the service was observed to be well-maintained and appeared clean throughout.

(e) There were adequate facilities available for the number of children attending the service. Toilets and wash hand basins were a suitable size for the children attending to use independently. Nappy changing units were sturdy and of a suitable size for the children in each care room which allowed for comfort during nappy changing.