

Early Years Inspectorate Regulatory Report

Pre School

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| TUSLA Identifier: | TU2015DS180 | | | |
| Name of Service: | Youth Horizons Creche | | | |
| Address of Service: | 1 Sundale Road, Jobstown, Tallaght, Dublin 24, Co. Dublin | | | |
| Eircode: | D24 YD71 | | | |
| Name of Registered Provider: | Mairead Hughes | | | |
| Service type: | Full Day, Part Time, Sessional | | | |
| Date of Inspection: | 15/11/2023 | | | |
| No of pre-school children: | AM | 6 | PM | 6 |
| Address of the Early Years Inspectorate: | Early Years Inspectorate, Tusla Child and Family Agency, 7th Floor, Brunel Building, Heuston South Quarter, Dublin 8. | | | |
| Inspection undertaken by: | E. Mulhern | | | |
| 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 | | | |

Description of service

Youth Horizons Creche is a not-for-profit early years service, located on the ground floor of Youth Horizons Education Centre. The service operates from 8:45am to 4:30pm and provides a sessional, part-time and full-day-care service to children aged from 4 months to 6 years of age. Children are accommodated in one of two rooms and have access to an outdoor area. Only one room was operating on the day of the inspection due to the low number of children in attendance.

Staffing

There are five staff members employed to work in the service including the service manager.

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 inspection may also focus on other areas as required.

Inspection findings are documented in the inspection report which is first issued in draft format to the service with an opportunity to respond to any findings. Where statutory requirements are identified as not being met, the registered provider must demonstrate how they have rectified the non-compliance and will prevent any non-compliance from re occurring.

The Corrective Action and Preventive Action plan (CAPA) will be used to inform decisions about compliance with regulatory requirements. Where the registered provider fails to meet the statutory requirements an escalation process may be commenced.

The inspectorate reserves the right to edit responses received for reasons including clarity, completeness and compliance with administrative and legal processes.

The contents of the report are compiled by the inspectorate body.

Acknowledgments

The 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

(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.*

(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 person in charge and a named person to deputise as required.
 - (b) The named deputy was on the premises throughout the inspection. The staff roster provided for the person in charge or deputy to be present at all times of opening.
- (2)
- (a) & (b) References with a record of verification were available for three staff members.
 - (c) Garda vetting disclosures were available for all adults.
 - (d) International police vetting was available for the one adult whom it was required.
- (4) All staff employed by the registered provider had awards in Early childhood Care and Education between Level 5 and 8 on the National Framework of Qualifications.

Non-Compliance Information

- (2)(a) & (b) There were no records available to demonstrate that the references provided by two staff members prior to employment had been verified.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

References were verified and the appropriate documentation was attached to the references in the staff's file. A new checklist has been devised for future recruitment. This will allow management to keep a detailed description of the verification of employees.

Supporting documentation submitted

Copies of reference verification records.

Summary Comment

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

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 with the children. There were 5 adults allocated to work with 12 children daily. Only 6 children were present on the day of inspection.

(2) At all times the minimum required ratio of adults to children was maintained.

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

A sample of 10 records for children were reviewed. The following information was recorded:

- (a) The name and date of birth of each child.
- (b) The date when each child first attended the service.
- (c) A section was available for recording the date when the child ceases attending.
- (d) The name, address and telephone number of parents and information where parents can be contacted.
- (e) Names and contact details of other adults authorised to collect the child.
- (f) Medical information, allergies, dietary preferences, additional needs, and other information specific to the child.
- (g) The name and telephone number of the child's medical practitioner.
- (h) Immunisation details.
- (i) Signed parental consent for medical treatment in the event of an emergency.

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 children moving freely, exploring their environment, playing, and engaging with each other and the adults. They spent time outdoors and were dressed appropriate to the weather in coats and hats. The service had rain gear available so the children can play outside comfortably in all weather. The children in attendance were wearing nappies. These were changed routinely and as needed in between. Staff used opportunities when assisting with personal care for warm individual engagement with the children.

The service provided meals and snacks at regular intervals. The children sat together when eating and the staff supported them as needed and engaged in conversation.

Drinking water was available within the room and all children were offered drinks when eating. The children were provided with bibs to protect their clothing from spills and were assisted to clean their faces and wash their hands at appropriate times.

None of the children attending on the day of inspection required sleep. Cots and sleep mats were available if needed. An area was available within the room where children could rest comfortably at any time.

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 children who became upset with comfort - holding them, talking to them in soft tones and identifying what caused the upset.

The staff demonstrated an in-depth knowledge of the children in their care including their needs and preferences. Records titled 'Getting to know you' were available which included the children's likes, dislikes, daily routine, and sleep routine. Children with additional needs were supported to participate and staff described a good understanding of services and supports available to assist their development. Staff described how they work in partnership with parents and provide support and assistance with applications for services that may be required to meet the children's needs.

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

Appropriate measures had been taken to safeguard the children as outlined in the examples below.

General Safety:

- External entrances and exits were secured to prevent unauthorised access or a child leaving the service unsupervised.
- Emergency doors were kept clear to allow for timely evacuation if required.
- The kitchen was inaccessible to children.
- Blind cords and cables were secured out of reach of children.
- Cleaning products were stored safely out of reach of children.
- Heavy furniture was secured to prevent tipping.

Infection Control:

- The premises, equipment and materials were well maintained and in a clean condition.
- Children were supported to wash their hands after outdoor play, before eating and after nappy changing.
- Children's nappies were changed in a manner that minimised the risk of spreading infection. This included the staff member removing their gloves before re-dressing the child, cleaning the changing mat after each use and handwashing.
- Pedal operated lidded bins were available for the safe disposal of waste.
- Bed linen was clean. Staff told the inspector that these are laundered weekly and sooner if needed.
- Soothers were stored in individually labelled containers and a sterilizer was available for use.
- Cleaning schedules were available and completed daily.

Administration of Medication:

- Staff demonstrated an awareness of procedures to take to safeguard children if giving medicine. These included obtaining parent/guardian consent and having a second adult witness the administration.
- Medicines were stored in their original packaging out of reach of children.
- Records were available for medicines that had been given. These were complete and included a record that the information had been shared with the child's parent/guardian.

Safe Sleep:

- Appropriate sleep facilities were available. These included cots for younger children and sleep mats for older children.
- The temperature of the room where children sleep was recorded at 19°C which is within the required range of 16-20°C to reduce the risk of overheating.
- No children required sleep on the day of the inspection. A safe sleep policy was available; staff demonstrated a good knowledge of the policy and steps to take to reduce the risk of sudden infant death syndrome (SIDS); this included placing infants on their back to sleep and using breathable blankets.
- Records were available of checks that had been made of sleeping children at ten-minute intervals. The records included the children's colour, position, and breathing.
- Staff told the inspector that they always remain in the room with children when they are sleeping on mats.

Outings:

- The person in charge told the inspector that the service does not conduct outings from the premises.

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) Two staff members held certificates evidencing they had completed paediatric first aid training on 11 June 2023.

(2)

(a) The service had a suitably equipped first aid box stored in a conspicuous position within the children's room. This could be easily accessed by adults and was out of reach of the children.

(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 12 October 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 3 October 2022 and 28 September 2023 consecutively. The person in charge told the inspector that the company called to service the firefighting equipment on a date when the service was closed in October 2023. This had been rescheduled for 16 November 2023.
- (4) Notices of the procedures to be followed in the event of a fire were displayed in conspicuous positions on the premises.