

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DS185
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Name of Service:	Kingswood Childcare
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Address of Service:	2 Tynan Hall Park, Kingswood, Tallaght, Dublin 24, Co. Dublin
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Eircode:	D24 X771
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Name of Registered Provider:	Linda Mair
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Service type:	Full Day, Part Time, Sessional
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Date of Inspection:	24/09/2024
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No of pre-school children:	AM	25	PM	16
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Address of the Early Years Inspectorate:	The Brunel Building, Heuston South Quarter, St. John's Road West, Dublin 8
Inspection undertaken by:	R. Brien & 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
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Description of service

Kingswood Childcare provides full day, part time and sessional care for children from 1 to 6 years of age. The service is registered to operate from 08:00 to 18:00, Monday to Friday. Sessional care is provided from 09:00 to 12:00 and part time care is provided from 08:00 to 13:00.

The service is located on the ground floor of a two-storey house in a residential area of Tallaght, south Dublin. There are three care rooms in the service. The ECCE 1 room caters for children aged 3 to 4. The ECCE 2 room caters for children aged 2 to 3 years and the ECCE 3 room caters for children aged 3 to 4 years of age. There is a fully enclosed outdoor play area to the rear of the premises

Staffing

The service currently employs 8 staff including a cook. There were 5 staff working directly with the children on the day of inspection. The registered provider was present during the inspection but does not work directly with the preschool children.

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

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

- 8(1),(3) Notification of Change in Circumstances,
- 9(1),(2),(3),(4),(7) Management and Recruitment,
- 11(1),(2),(4),(8)(a) Staffing Levels,
- 16(i),(j),(k) Record in relation to Pre-school Service,
- 19(1)(a)(b) Health, Welfare and Development of Child,
- 20(1)(b) Facilities for Rest and Play,
- 23 Safeguarding, Health, Safety and Welfare of Child,
- 24(1),(3) Checking in and out and record of attendance,
- 25 First Aid,
- 26(1)(4) Fire Safety Measures,
- 27 Supervision
- 29(c)(d) Premises

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 provider, person in charge, staff and children who were present on the day of the inspection.

Part II - Registration and Register

Regulation 8 - Notification of change in circumstances

(1) A registered provider of a pre-school service other than a temporary pre-school service shall, subject to paragraph (3), notify the Agency in writing of any proposed change in the details in relation to the pre-school service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2) at least 60 days before it is proposed that the change would take effect.

(3) Where a registered provider has been unable for good and proper reason to notify the Agency within the time specified in paragraph (1) or (2), as the case may be, of a change in the details in relation to the pre-school service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2), the registered provider shall notify the Agency in writing of the change as soon as possible thereafter.

Compliance Information

(1)(3)

The registered provider notified the Agency in advance of implementing changes to the service's registered details. The registered provider submitted a change in circumstances form detailing updated information for the person in charge.

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,

(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.

(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;*
- (b) Part VIIA (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013)) of the Act, and*
- (c) these Regulations.*

Compliance Information

(1)

(a)(b)(c)

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. A clear management structure was in place in the service.

(2)

Following a discussion with the manager it was confirmed that two adults commenced working in the service since the last inspection on 27 February 2024. Documentation was reviewed in respect of these adults and met regulatory requirements as follows:

(a)(b)

Of the four references that were required, three were available from a past employer and one was available from a reputable source.

(c)

A Garda vetting disclosure from the National Vetting Bureau of An Garda Síochána was available for the two staff members. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(4)

A record was available evidencing that the staff members who were employed to work directly with the children held the required qualification or equivalent.

(7)

(a)(b)(c)

The registered provider ensured that all employees were appropriately supervised, and provided with appropriate information, and where necessary training, as evidenced by the following.

- Staff detailed the induction training process in place for new employees which includes training and time to read the service's policies and procedures. A review of documentation evidenced that all staff have received training on areas of practice including fire safety and outdoor play since the last inspection on 27 February 2024.
- A review of documentation evidenced that regular staff meetings are held for all employees. Practice issues and amendments made to policies and procedures are discussed during these meetings. Evidence was available to demonstrate that a staff meeting had taken place in August 2024.
- Staff stated that regular one on one supervision meetings take place between staff members and the person in charge and evidence was available on the day of inspection detailing these meetings.

Non-Compliance Information

(3)

It is acknowledged that a past employer reference was available in respect of one adult, however, this reference had not been validated by the registered provider prior to the adult commencing in the service. The adult commenced employment on 01 April 2024 and documentary evidence demonstrated that the reference had been validated on 11 April 2024.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(3)

An email has been sent between the management team regarding the issue and has been agreed that in future before any staff member commences employment management will also double check to ensure everything is in order. It has been agreed that all paperwork relating to new employees will be checked and re-checked again by management to ensure nothing has been missed. No employee is permitted to start employment until all the boxes in the induction checklist have been ticked.

Supporting documentation submitted

Written and photographic evidence was presented to demonstrate the corrective and preventive actions submitted by the registered provider.

Summary Comment

The corrective and preventive actions as stated by the registered provider have been deemed to address this non-compliance. These actions will be assessed 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.

(4) Subject to paragraph (5), where a registered provider contemporaneously provides-

(a) a sessional pre-school service, and

(b) a full day care service or a part-time day care service, or both, the minimum ratio of adults to children applicable for the duration of the sessional pre-school service in respect of the children attending that service shall be the ratio specified in paragraph (3).

(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)(4)

The minimum ratio of adults to children for full day care services and services that contemporaneously provide a sessional and full day care service were adhered to at all times during the inspection. There were twenty-five children attending the service being supervised by five adults on the day of inspection.

(8)(a)

There were at least 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;

(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

(i)

The staff roster was available and reflected the adults working in the service on the day of inspection.

(j)

A sample of eight medication administration records were available and were reviewed. These records were signed by staff and parents and were completed appropriately.

(k)
A sample of fifteen accident and incidents records were reviewed. These records were signed by staff and parents and were completed appropriately.

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-

(a) each child's learning, development and well-being is facilitated within the daily life of the pre-school service through the provision of the appropriate activities, interaction, materials and equipment, having regard to the age and stage of development of the child, and

(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 service had a healthy eating policy in place and meals were provided at regular intervals. Children had a snack at 10:00 and dinner was served at 12:00. Water was accessible to all children throughout the day. Staff sat with children during their meal and assisted children as required. Children were encouraged to feed themselves. Additional servings of dinner were offered and provided to children who were finished their meal. Children were observed engaging in conversation with their peers and staff during their meal.

Children were encouraged and supported to be independent including using the toilet independently and cleaning up after their play. Children's nappies were changed regularly, and staff were observed engaging warmly with children when providing this care.

Staff interacted warmly with the children in their care throughout the inspection. Staff displayed warmth and sensitivity during their interactions with the children and were observed supporting children in their play. Staff were observed to use distraction, gentle tones and praise when promoting positive behaviour in line with the service's positive behaviour management policy.

Care rooms were arranged to provide a range of play materials and areas of interest providing children with the freedom to play and explore. Areas of interest included small world toys, construction toys, jigsaws, home corners, sand play and dress up materials. The care rooms provided a range of developmentally appropriate play experiences for the children and were adequately resourced with a variety of materials. The children's artwork and photos were displayed throughout the care rooms.

The environment was laid out to support the children's independence. Play materials were observed to be accessible to the children on low level shelving. Low level tables and chairs were available in the care rooms.

A fully enclosed outdoor area was located to the rear of the premises and had artificial grass surfacing. A sheltered play area which is directly accessed from the ECCE 2 room was also available to the children. All children accessed the outdoor area on the day of inspection.

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-

(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.

Compliance Information

(1)(b)

All care rooms were equipped with a cosy area for children to rest or take time away from the group as required.

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

General Safety:

- The entrance doors to the service were adequately secured to ensure the safety of the children within and to avoid unauthorised persons accessing the service or children exiting unsupervised.
- The toys and play equipment observed in use by the children on the day of inspection appeared in good working order.
- Hand sanitisers and cleaning agents were stored safely out of reach of children.
- All storage facilities were inaccessible to children.
- The kitchen was inaccessible to children.
- All blind cords were secured.

Infection Control:

- Liquid soap, warm water and paper towels were available to facilitate hand washing in the sanitary area. Staff and children were observed to carry out hand washing as appropriate.
- Waste was managed appropriately with the use of pedal bins.
- Children's nappies were changed in line with the service's nappy changing policy to reduce the risk of the spread of infection.
- An infection control policy was in place to inform practice. The premises, equipment and materials appeared clean and maintained in good condition.

Safe Sleep:

- Sleep record sheets were available in the service, however the person in charge stated that the children currently attending do not routinely have a sleep.

Part VI - Safety

Regulation 24 - Checking in and out and record of attendance

(1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.

(3) A registered provider shall ensure that-

(a) no person other than-

(i) pre-school child attending the service,

(ii) a person dropping or collecting such a child,

(iii) an employee, or

(iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and

(b) a daily record in writing is kept of the entry on the premises of any such person.

Compliance Information

(1)
Details of the attendance of each child in the ECCE 1 and ECCE 2 rooms were recorded at the time of entering and leaving the service.

(3)(a)(b)
A record was maintained in writing in the service of any person other than those detailed above under Regulation (3)(a)(i) to (iv) who entered the service.

Non-Compliance Information

(1)
Details of the attendance of each child in the ECCE 3 room were not recorded at the time of entering the service. One child who was present in the ECCE 3 room at 10:16 was not signed in on the attendance record. Staff stated that this child had been in the service since 08:50. This posed a risk to the safe evacuation of children in the event of a fire.

This non-compliance was present on the last two inspections on 27 February 2024 and 20 February 2023. The corrective and preventive actions as stated by the registered provider did not prevent recurrence of this non-compliance.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1)
All staff have been issued with an email regarding the seriousness of this and have been sent the policies for them to read over again. Signs have been put up in the rooms now to remind people to have attendance recorded promptly. Management will be checking this more regularly and any staff found not to have this completed may be subject to a disciplinary action.

Supporting documentation submitted

Written and photographic evidence was presented to demonstrate the corrective and preventive actions submitted by the registered provider.

Summary Comment

The corrective and preventive actions as stated by the registered provider have been deemed to address this non-compliance. These actions will be assessed on the 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.

(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)
A person trained in first aid was immediately available to the children at all times on the day of inspection.

(2)
(a) First aid boxes were safely stored in an easily accessible and conspicuous location within the service.
(b) First aid boxes were available to the adults and children in the service at all times.

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) A written record was available detailing monthly fire drills that had taken place in the service. The last fire drill had been recorded as undertaken on the 26 August 2024.
 - (b) The number, type and maintenance record of firefighting equipment and smoke alarms on the premises was available. There was a record to show that fire fighting equipment had been serviced 29 February 2024 and that maintenance of the smoke alarm system had taken place on 21 March 2024.

Non-Compliance Information

- (4)
- The procedures to be followed during a fire drill and in the event of a fire were not displayed in a conspicuous location within the service posing a risk to the timely evacuation of the service in the event of a fire.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (4)
- Fire safety procedures have been put back on the walls. Signs have been put up to remind staff that these signs need to be there at all times.

Supporting documentation submitted

Photographic evidence was presented to demonstrate the corrective and preventive actions submitted by the registered provider.

Summary Comment

The corrective and preventive actions as stated by the registered provider have been deemed to address this non-compliance. These actions will be assessed on the next inspection.

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

On the day of inspection all children were supervised appropriately and at all times, including transitions, nappy changes, using the toilet and at meal times in line with the supervision of children policy. Children were supervised primarily by sight during the course of the inspection. Room layouts allowed for effective supervision.

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*

Compliance Information

- (c)
- Adequate and suitable lighting was available throughout the service.
 - All lights fittings had appropriate protective covers.
 - Room temperatures were maintained between 18°- 20°C.
- (d)
- On the day of inspection, the service appeared clean and well maintained. There was a routine cleaning schedule present in the service and staff were observed cleaning throughout the inspection.