

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DS203		
Name of Service:	StartBright Brookview		
Address of Service:	9 Brookview Court, Tallaght, Dublin 24, Co. Dublin		
Eircode:	D24 X9RX		
Name of Registered Provider:	Elaine McQuillan		
Service type:	Part Time		
Date of Inspection:	21/06/2023		
No of pre-school children:	AM	17	PM n/a
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

StartBright Brookview is one of seven not-for-profit early years services operated by StartBright Early Learning Centres CLG. The service is operated by the company since September 2022. It is registered to operate on a part-time basis and accommodate children aged 2-6 years. On inspection the service had children attending on a sessional basis only. The service operates from two rooms in a single storey, purposely adapted, community building.

Staffing

There are seven adults working in the service including the person in charge. The company also employs a Quality Mentor who works across the seven services. Both the person in charge and Quality Mentor were present for the feedback meeting at the end of 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 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) & (4), 11 (1) & (2), 15 (1), 19 (1)(a), 23, 25 (1) & (2) and 26 (1) & (4). These findings are outlined within the relevant regulations within this report.

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

(b) The deputy person in charge was present when the inspector arrived. The named person in charge arrived during the inspection. The staff roster provided for the person in charge or named deputy is present at all times of opening.

The inspection focused on the recruitment records of adults who had commenced working in the service since the previous inspection dated 7 October 2020 for regulations 9(2)(a), (b) and (d) and 9(4). Through discussion with staff and review of recruitment records it was evident that four adults started working in the service since that date. Regulation 9(2)(c) was inspected in relation to all staff employed by the service.

(2)

(a) & (b) The registered provider demonstrated that references in relation to new staff had been considered. All staff members had references from their past employers. A second reference was available from a source other than a past employer for adults who had only one previous employer. Records were available documenting the references had been verified.

(c) Garda vetting disclosures were available for all adults.

(d) International police vetting had been sourced for one adult who had lived outside the state as an adult for more than six months.

(4) Certificates were available evidencing the staff members employed by the registered provider to work directly with children held an award in Early childhood Care and Education at a minimum Level 5 on the National Qualifications Framework.

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 inspector 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 4 adults working directly with 17 children who were attending on a sessional basis.

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 ten records for children were reviewed. The following particulars were recorded:

- (a) The name and date of birth of each child.
- (b) The date on which each child first attended the service.
- (c) A template box was available for recording the date the children cease attending. The person in charge told the inspector this is recorded before filing when the children finish in the service.
- (d) The names, addresses and telephone number of parents were recorded and information where parents can be contacted during the hours of operation of the service.
- (e) Names and contact details of other adults who were authorised to collect children.
- (f) The documentation available supported the recording of specific illnesses, allergies, disabilities and dietary preferences for children.
- (g) The name and telephone number of the child's medical practitioner.
- (i) There was written parental consent for medical treatment of children in the event of an emergency.

Non-Compliance Information

(h) On six of the ten records reviewed, there was no information as to whether the children had received immunisations.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

All parents must fill in the vaccinations record, whether their children have or have not been vaccinated. New enrolment forms are currently being filled in for 2023-2024. The PCF (parent carer facilitator) and manager will sit with parents at the early years open day on 30 June 2023, to fill these in and ensure that all vaccinations are recorded. These forms must be filled in accurately before the children start school again on 29 August 2023.

Supporting documentation submitted

No supporting documentation submitted.

Summary Comment

The actions as stated by the registered provider have addressed the non-compliance identified.

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

Compliance Information

The inspector observed that the children's learning, development, and well-being was supported by the staff and the environment. A daily routine was in place which promoted child-led play. The inspector observed the children engaged in activities including painting, sand-play, construction, and role play. Staff provided opportunities for children to engage in craft-making and 'circle time'.

There were clearly defined interest areas to support various types of play including construction areas, office areas, home corners and arts and crafts areas. There was a variety of equipment and materials which were visible and accessible to the children. Books were provided to support language development.

Children’s identity and belonging was promoted through art displays. Large areas with mats, soft seating and soft lighting were available for children to rest or take a break from activities.

The indoor areas were laid out to support the children’s independence. Low level hooks were provided for coats and bags. Staff supported the children to be independent with personal care including using the toilet and handwashing. The service operated a “rolling” snack time where children could choose healthy foods provided by the service as they wished. Their own food and drinks were always accessible. The children brought their lunch from home and sat with the adults when eating. They engaged in conversation and the staff provided support as needed.

The inspector observed the staff interacting warmly with the children, engaging positively and supporting them in their work and play. The children appeared content, participated in collaborative and turn-taking play and discussed their play and ideas with staff. Staff demonstrated an awareness of the children’s dispositions, and they supported children with additional needs to participate. The service had engaged with Better Start Access and Inclusion Model (AIM) for supports and additional staffing.

The children spent some time outdoors. The person in charge and Quality Mentor described plans that are underway to develop the outdoor area which would make it more spacious and incorporate natural elements. They reported the project should be completed this year. The service supplied raingear so children can play outdoors in all weather.

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 and play equipment appeared to be well maintained and in a clean condition.
- Pedal operated lidded bins were available for the safe disposal of waste.
- Children were reminded and supported to wash their hands after outdoor play, before eating and after using the toilet.
- Sanitary facilities were appropriately equipped for handwashing with warm water, liquid soap, and paper towels.
- Staff demonstrated an awareness of exclusion periods to prevent the spread of infectious diseases within the service.

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.
- Records were available for medicines that had been given since the previous inspection. These were complete and included a record that the information had been shared with the child's parent/guardian.

Outings:

- Staff told the inspector that they were planning to bring the children to a farm the following week with many of their parents. An 'outings' policy was available to guide practice and included a risk assessment. Staff demonstrated a good knowledge of the procedures to take to safeguard the children including completing a checklist of safety measures and taking regular roll calls.

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 for children was available throughout the inspection. The staff roster provided for a person trained in first aid to be available at all times of opening.

(2)(a) & (b) First aid boxes were stored in conspicuous positions on the premises. These were adequately equipped and always available for use by staff.

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 May 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 11 and 30 May 2023 consecutively.

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