

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015DS213
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<b>Name of Service:</b>	Learning For Life
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<b>Address of Service:</b>	DTTLB Campus, Esker Hill, Lucan, Co. Dublin
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<b>Eircode:</b>	K78 K120
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<b>Name of Registered Provider:</b>	Sinead Mccarville
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<b>Service type:</b>	Full Day, Part Time, Sessional
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<b>Date(s) of Inspection:</b>	25/10/2023
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<b>No of pre-school children:</b>	AM	48	PM	55
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<b>Address of the Early Years Inspectorate:</b>	Floor 7, Brunel Building, Heuston South Quarter, Kilmainham, Dublin 8
<b>Inspection undertaken by:</b>	F Carty and S Quigley
<b>Title:</b>	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).

<b>Conditions if applicable</b>	Not applicable
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### Description of service

Learning for Life is a full day care service which is located in Lucan, Co. Dublin. Education and care are provided to children aged between 0-6 years and the service is open from Monday to Friday between 08:00 and 17:00 hours. The service currently operates from three classrooms, two located on the ground floor and one located on the first floor of the service. An additional room is in use as an activity room which staff reported children use during the day for alternative activities. There are three separate enclosed outdoor play areas to the front of the building. Two are accessible directly from the Challengers and the Seekers room and an additional large area is available outside of these areas.

This service is one of three services operated by the registered providers.

### Staffing

The service was staffed by eight staff members who worked directly with the children in the morning, the centre manager, person in charge and registered provider were also present during the morning of the inspection. In the afternoon three staff members from one of the other services operated by the registered providers arrived to provide care to the 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, information and records and safety. The inspection may also focus on other areas as required.

A sampling process was used to assess compliance under regulation 15 Record of a Preschool Child. ...As a result, the scope of the inspection focussed on a sample of 10 records of preschool children.

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 children, registered provider, person in charge and staff 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

Documentation was assessed under Regulation 9 for all nineteen adults currently employed to work in the service.

The following records were available for the nineteen adults:

(2)

(a) (b)

The records of nineteen staff employed in the service were reviewed. Two written and verified past employer references or references from a reputable source, in the absence of past employer were available in respect of all staff.

(c)

A garda vetting disclosure was available for nineteen staff employed in the service.

(d)

International police vetting was available for all adults for whom it was required.

(3)

Documentation reviewed evidenced that the procedures outlined above under Regulation 9(2) had been carried out prior to all adults commencing employment in the service.

(4)

Qualifications for sixteen staff members demonstrated that the adults had a qualification at a minimum Level 5 on the National Framework of Qualification.

### Non-Compliance Information

(4)

The qualification for one staff member could not be determined as it had not been translated into English.

### Corrective & Preventive Action submitted by the Registered Provider

#### Corrective and Preventive Action

(4)

The staff members qualification was awarded by Trinity College and therefore was in Latin. We are in the process of getting it translated by a relevant translator.

All qualifications will be translated into English prior to them commencing employment.

#### Supporting documentation submitted

No supporting documents submitted.

### Summary Comment

The corrective and preventive actions submitted by the registered provider have addressed the requirements of Regulation 9.

### 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 8 staff allocated to work directly with the children in the morning and 10 staff in the afternoon. The person in charge and deputy were available to help and provide cover for staff breaks. An adequate number of staff were working directly with the children in all rooms in the service.

(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

(1) A sample of 10 records were reviewed by the inspector.

The registered provider ensured that a record in writing was kept of the details relating to (a), (c), (d), (e), (f) (g), (h) and (i) of the above Regulation for all of the records reviewed.

## Non-Compliance Information

(1)

(b) There was no record in writing of the start date of two of the records reviewed.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

(b)

All children's records have been reviewed by the management team and the two the start date of the two records identified have been applied.

All forms will be rigorously checked by the management team prior to the starting date for children.

### Supporting documentation submitted

No supporting documents submitted.

## Summary Comment

The corrective and preventive actions submitted by the registered provider were reviewed by the inspector and are deemed to meet the requirements of Regulation 15.

## 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) A written record was available in each of the care rooms detailing the attendance of each preschool child on the day of inspection.
  - (i) A staff roster was available in the service.
  - (j) Written records of the administration of medication were available. A sample reviewed on the day of inspection documented necessary details.
  - (k) Written records of accidents and incidents which occurred in the service were available on the day of inspection. A sample reviewed documented 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 inspectors observed appropriate care practices in place in the service during the inspection.

Children moved freely, exploring the environment within their rooms and the outdoor area. Drinks were always available and offered to children with their snacks and meals.

All children were supported to eat independently during meals, and staff assisted children where required. Staff supported the children to manage their personal care. Low level hooks were available for hanging coats and personal items. Bibs were worn in the younger care rooms to protect the children's clothes from becoming soiled when eating.

Children were supported to clean their hands and faces at appropriate times. Children's nappies were changed at scheduled times and in between when required. Staff used opportunities when assisting with personal care for warm individual engagement with the children, addressing them by name and making conversation.

The play experiences in the service were observed to be child-led. The children were all provided with the opportunity to play outdoors and were dressed appropriately to the weather. Older children were observed using the toilet independently. Staff demonstrated kindness and affection during interactions observed by the inspectors in the care rooms, and comfort was provided promptly if a child became upset.

The sleep room was relaxed and conducive to sleep. The children attending the Challengers and Seekers rooms were provided with an opportunity to sleep after their lunch and rest areas were available in all care rooms so children could relax or take time away from the group if required. Staff told inspectors that children are provided with the opportunity to sleep outside of this time if they show signs of tiredness. Children were made comfortable for sleep with staff removing their outer clothing and providing soothers to those who used them. Children were placed to sleep in cots or on beds according to their age and stage of development.

## 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 registered provider had taken measures to safeguard the health, safety and welfare of the children as outlined in the examples below:

#### General Safety:

The entrance door to the service was adequately secured with a buzz in system 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 were safe and in good working order in the indoor or outdoor environments.

#### Infection Control:

Schedules were in place and maintained to ensure the service, equipment and materials are regularly cleaned. Staff confirmed that appropriate exclusion periods for adults and children with infectious illnesses were implemented in the service as per the

#### Administration of Medication:

A sample of medication records were reviewed and were completed appropriately. All staff were aware of the procedures to follow when administering medication.

#### Safe Sleep:

Staff were familiar with safe sleep guidance and placed young children on their backs to sleep. Sleep logs were maintained and individual children's observations recorded room temperature, breathing, colour and position every ten minutes. Standard cots were provided for children under two years to sleep and low-level beds were provided for children over two years to rest as 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:

1. Staff placed bottles of milk in a microwave oven to heat which could cause hot spots and pose a risk of scalding or burning to a child.
2. Cleaning products were accessible to children on shelves which were easily reached by children in the Navigator room which could pose a risk of harm if ingested.

### Infection Control:

3. Hand washing practices observed in the service were not consistent and were at variance with the Infection Control Policy as follows. :
  - Children's hands were not washed following some nappy changes observed.
  - Staff handwashing was inconsistent throughout the inspection for example staff did not wash their hands after wiping children's noses or after nappy changing.
4. The pedal bins located in the Navigator rooms were broken posing a risk of cross contamination. This was found non-compliant on the last inspection dated 4<sup>th</sup> October 2022. The corrective and preventive actions submitted by the registered provider did not prevent the non-compliance from re-occurring.
5. Paper towels were not stored in dispensers throughout the service. Children and adults were observed to handle the rolls with wet and dirty hands. This was found non-compliant on the last inspection dated 4<sup>th</sup> October 2022. The corrective and preventive actions submitted by the registered provider did not prevent the non-compliance from re-occurring.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

##### General Safety:

1. Bottle warmers have been purchased to heat bottles rather than placing them in the microwave and have been placed in the relevant care rooms.  
Our policy on heating bottles has been reviewed and changed. This policy has been decimated to the staff team and has been changed in our induction process for new staff.
2. All cleaning products have been removed from the shelf in the Navigator's room which is easily accessed by children and has been placed in a sealed box out of rack of any of the children.  
The new safe storage system has been explained to the staff in the navigator's room.

##### Infection Control:

3. Our hand washing policy has once again been explained to our staff team. Our general manager has included explaining our hand washing policy as part of her ongoing supervision process so every six weeks during their staff supervision all staff members will be given the opportunity to reflect on our hand washing policy.

Staff have been retrained in our hand washing policy and will get the opportunity to recap on it during their six weekly supervisions carried out by our general manager.

4. The pedal bins have been replaced in the navigator's room. The pedal on the pedal bins that we had been using were inclined to get stuck in under the bin which had happened both on this inspection and on the last inspection.

We have reviewed the type and design of pedal bins that we had been using and have changed the type of bin to one that the pedal does not move therefore preventing the reoccurrence of the non-compliance.

5. New blue paper towel dispensers have been fitted in all children's bathrooms at children's height so they can access paper towels themselves when necessary and will therefor prevent any further non-compliance on this issue.

Staff will refill paper dispensers as necessary and supervise more closely when toileting children that they are using the paper dispensers properly.

## Summary Comment

The corrective and preventive actions submitted by the registered provider were reviewed by the inspector and are deemed to meet the requirements of Regulation 23.

### 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 number of staff were available in the service with First Aid Responder training were available to the children at all times.

(2)(a) The first aid box was suitably equipped and stored in a conspicuous position.

(b) The first aid box was available for use 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) (b)

A written record was available detailing fire drills that had taken place in the service. The record showed that the last fire drill had taken place on the 18<sup>th</sup> September 2023.

(b)The maintenance of the fire detection and alarm system had taken place on the 18<sup>th</sup> November 2022 and the fire fighting equipment was serviced during November 2022.

## Non-Compliance Information

(4) A notice of procedures to follow in the event of a fire were not displayed in any part of the service. This could prevent the safe evacuation of staff and children in the event of a fire.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

(4)  
While all staff members were very clear about the procedure to evacuate the building on the day of inspection it was noted that no formal documentation was displayed as per required by regulation. A new notice of procedures to follow in an event of a fire has been drawn up and is now displayed in each care room of the service and also on the landing, staff area and front hall.

The new procedures will remain in their now prominent positions throughout the building and attention will be drawn to them during the induction process of any new staff member

### Supporting documentation submitted

No supporting documentation was submitted.

## Summary Comment

The corrective and preventive actions submitted by the registered provider were reviewed by the inspector and are deemed to meet the requirements of Regulation 26.