

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015DS237
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<b>Name of Service:</b>	Ready Steady Play
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<b>Address of Service:</b>	The Creche Liffey Valley Shopping Centre, Liffey Valley Shopping Centre, Clondalkin, Dublin 22, Co. Dublin
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<b>Eircode:</b>	D22 C6C7
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<b>Name of Registered Provider:</b>	Carol Coffey
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<b>Service type:</b>	Drop-In
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<b>Date(s) of Inspection:</b>	14/02/2024
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<b>No of pre-school children:</b>	AM	N/A	PM	1
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<b>Address of the Early Years Inspectorate:</b>	Carysfort House, Carysfort Avenue, Blackrock, Co Dublin
<b>Inspection undertaken by:</b>	L. Magee & M. Redmond
<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

This private childcare service was established in 2003 by the current registered provider. A drop-in service is provided for children whose parents are on the premises. The service is provided between 10am- 5pm, Monday to Sunday. The children are cared for in a purpose-built unit on the ground floor of a large shopping centre.

### Staffing

Six staff members are employed by the service including the registered provider.

### 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*. The inspection may also focus on other areas as required.

The inspection plan was to assess compliance under the following regulations:

- Regulation 9 Management and recruitment
- Regulation 11 Staffing levels
- Regulation 13 Pre-school services in drop-in centres
- Regulation 16 Record in relation to pre-school service
- Regulation 25 First Aid
- Regulation 26 Fire Safety Measures

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.

### Additional Information

15 February 2024

1. An Immediate Action Notice was sent to the registered provider under Regulation 25 First Aid. The service had no adults on the premises with in date first aid training or trained as a First Aid Responder (FAR).

On 15 February 2024, a response was received by the registered provider which did not address this concern. A second response was received on 8 March 2024 which addressed this concern.

The Early years inspectorate received the Corrective Action and Preventive Action plan (CAPA) on 12 April 2024. The CAPA plan contained insufficient information to meet regulatory compliance. A second opportunity was afforded to the registered provider. This second response was received on 22 April 2024. The CAPA plan contained sufficient information to meet regulatory compliance.

### Acknowledgments

The inspectors wish 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

*(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

(2). The files of all 6 staff were reviewed as part of the inspection process and for the purpose of assessing compliance with this regulation These 6 files were reviewed on the day of the inspection as evidenced below;

- (a) Five validated references were available from past employers.
- (b) Seven validated references were available from a source other than a past employer.
- (c) All adults working directly with children had a vetting disclosure dated within the previous 3 years.
- (d) Police vetting was available for all adults who had lived outside the state for longer than six consecutive months.

(4) There was evidence that 5 adults working directly with the children had attained at least a major award in Early Childhood Care and Education at Level 5 on the National Framework for Qualifications or a qualification deemed to be equivalent.

### Non-Compliance Information

(4) There was no evidence that 1 adult who was working directly with the children had attained at least a major award in Early Childhood Care and Education at Level 5 on the National Framework for Qualifications or a qualification deemed to be equivalent.

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

#### Corrective and Preventive Action

The service will ensure that only staff that are on our daily work roster are eligible to work directly with children and they must have a childcare qualification.

#### Supporting documentation submitted

No documentation was submitted.

### Summary Comment

The actions as stated will address the non-compliances. The regulatory requirement is deemed to have been met. This will be reassessed 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.*

*(6) A registered provider of a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that at all times the minimum ratio of adults to children specified in columns (3) of Part 3 of Schedule 6 opposite a particular reference number in column (1) of that Part in respect of the age range of the children specified in column (2) thereof that reference number is satisfied*

*(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 attending the drop-in service.

(6)

The minimum ratio of adults to children to children specified in column (3) of Part 3 of Schedule 6 was satisfied during the inspection.

(8)

(a) On the day of the inspection, only one adult was present in the service when the inspectors arrived at 1.12pm, however a second adult was on their break on the premises and returned at 1.30pm.

### Part III – Management and Staff

#### Regulation 13 - Temporary pre-school services and pre-school services in drop-in centres

*(1) A registered provider of a temporary pre-school service or a preschool service in a drop-in centre shall ensure there are no more than 24 children attending the service at any given time.*

*(3) A registered provider of a pre-school service in a drop-in centre shall ensure that no child attends the service for longer than 2 hours consecutively.*

#### Compliance Information

(1)

The service manager confirmed that the maximum number of children that are accommodated at any one time is twenty children.

(3)

No child attended the service for longer than two hours consecutively; there was a policy displayed which clearly stated this and records reviewed confirmed this.

### 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

- (h) Details of attendance for each pre-school child was recorded accurately.
- (j) There were no medication records. The service policy states no medication is administered in the service unless it is lifesaving emergency medication. If the children are unwell and require medication, the parents are contacted to come and collect their child.
- (k) One accident and incident record was reviewed. This was completed correctly including evidence that parents had been informed following the accident or incident involving their child.

#### Non-Compliance Information

- (i) The staff roster did not accurately reflect who was present on the day of inspection.

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

##### Corrective and Preventive Action

The service has updated their Staff Absences Policy to reflect changes and retrained staff in this policy.

##### Supporting documentation submitted

Staff Absences Policy.

#### Summary Comment

The actions as stated will address the non-compliances. The regulatory requirement is deemed to have been met. This will be reassessed on the next inspection.

## 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:

- Internal gates and doors were secured to prevent children from exiting the service unsupervised and to prevent unauthorised persons from gaining access to the pre-school.
- Emergency exits were kept clear at all times during the inspection.
- Storage of all cleaning products, equipment, alcohol-based hand sanitisers and hazardous materials were observed to be safely out of reach of children.
- Heavy furniture was secured and no loose cables were observed.

##### Infection Control:

- The sanitary facility was equipped with warm water and liquid soap.
- Completed cleaning schedules were in place demonstrating the daily and weekly procedures taken by the service.

## 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

- (2)
- (a) The first aid box was adequately stored in an easily accessible and conspicuous location within the service as required.
- (b) A first aid box was always available to the adults and children in the service.

### Non-Compliance Information

(1)  
An Immediate Action Notice was sent to the registered provider. The service had no adults on the premises with in date first aid training or trained as a First Aid Responder (FAR).

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

#### Corrective and Preventive Action

All staff have now completed First Aid training. Staff will complete a FAR training course.  
The service will ensure that all staff have a current first aid cert going forward and will log the due date for refresher courses in the diary going forward so this does not happen again, the same will apply to the FAR training.

#### Supporting documentation submitted

First Aid training Certificates.

### Summary Comment

The actions as stated will address the non-compliances. The regulatory requirement is deemed to have been met.

## 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 fire drills that had taken place in the service. The last recorded fire drill was on 21 January 2024.
- (b) There was an annual record to show that the firefighting equipment had been serviced.

(4) The procedures to be followed during a fire drill and in the event of a fire were displayed in a conspicuous location within the service

### Non-Compliance Information

(b) There was no record to show that the smoke alarms had been serviced.

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

#### Corrective and Preventive Action

The smoke alarms are serviced by the Shopping Centre. The most recent service which was 1<sup>st</sup> February 2024.

#### Supporting documentation submitted

Fire Alarm Certificate.

### Summary Comment

The actions as stated will address the non-compliances. The regulatory requirement is deemed to have been met.