

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DY031				
Name of Service:	T/A Bonnybrook Early Education Centre				
Address of Service:	Bunratty Drive, Coolock, Dublin 17, Co. Dublin				
Eircode:	D17 F851				
Name of Registered Provider:	Leanne Carr				
Service type:	Full Day				
Date of Inspection:	26/09/2024				
No of pre-school children:	<table border="1"> <tr> <td>AM</td> <td>25</td> <td>PM</td> <td>21</td> </tr> </table>	AM	25	PM	21
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Address of the Early Years Inspectorate:	Early Years Inspectorate, Floor 7 Brunel Building, Heuston South Quarter, St John's Road West, Kilmainham, Dublin 8 D08 X01F
Inspection undertaken by:	E. Griffin and C. Harte
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.

Description of service

T/A Bonnybrook Early Education Centre is a community service in North County Dublin and operates from a single storey purpose-built premises. The service is registered to provide a full-time and sessional care and education to children aged between 2 and 6 years old, from Monday to Friday between 8:45am to 3:15pm. Currently the service is catering for children aged between 2 ½ years and 6 years old. The service operates a morning session from 8:45am to 11:45am and an afternoon session from 12:15-3:15pm and participates in the Early Childhood Care and Education (ECCE) scheme. There are three care rooms, namely the Green Room, the Yellow Room and the Blue Room. There are two additional rooms the Orange Room which offers a sensory experience for the children and the kitchen dining room where the children from the Yellow Room have their snack and the children from the Blue Room have their dinner. Appropriate toilet facilities are available for the three main rooms and there are two enclosed outdoor plays areas available to the front of the premises.

Staffing

There are eighteen adults employed to work in the service including the registered provider who works in the service as the person in charge. Adults employed include the deputy person in charge, the receptionist, eight childcare staff five of which are employed through the Access and Inclusion scheme and seven ancillary staff including two cooks, one assistant cook, two housekeepers and two adults who oversee the maintenance of the service. In addition, there is one student who is on work placement providing support in a supernumerary capacity in one of the care rooms and one adult who works for an outside agency and provides support in one of the care rooms. On the day of the inspection the registered provider, deputy person in charge, receptionist, eight childcare staff including the five adults employed through the Access and Inclusion scheme and one adult from an outside agency, one student and the three ancillary staff were present, one cook, one assistant cook and two housekeepers.

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. The following regulations were reviewed:

Regulation 9 (1)(2) and (4) Management and Recruitment.

Regulation 11(1) and (2) Staffing Levels.

Regulation 16 (h), (i), (j), (k) and (3) Record in Relation to Pre-School Service.

Regulation 19 (1)(a) Health, Welfare and Development of Child.

Regulation 23 Safeguarding the Health, Safety, and Welfare of Child.

Regulation 25 First Aid.

Regulation 26 Fire Safety measures.

Regulation 28-Insurance.

As a result, the scope of the inspection included all care rooms. A sampling process was used to assess compliance under: Regulation 16, Regulation 19 and Regulation 23.

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, deputy 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*
- (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, 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 designated person in charge and a named person to deputise as needed.
- (b) The designated person in charge was present when the inspector team arrived unannounced to the service.
- (c) The service had a clear management structure and staff were aware of their own role and responsibilities.
- (2) A review of the roster and conversation with management showed that the registered provider and seventeen adults are employed to work in the service. The files of the registered provider and seventeen adults employed, one student and one adult from for an outside agency were reviewed as part of the inspection.
- (a) Thirty-two written and verified references were available from past employers.
- (b) Eight written and verified references were available from a reputable source other than a past employer.
- (c) Garda vetting disclosures were available for all 20 adults. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
- (d) International Police vetting was available for two adults who had lived outside of the state for six months or more as an adult.
- (4) Evidence was available to show that the registered provider and the eleven adults who worked directly with the children held 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.

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 registered provider ensured that there were an adequate number of adults working directly with the children attending the service. On the morning of the inspection there were eight adults working directly with twenty-five children aged from 2-5 years of age. During the afternoon of the inspection there were seven adults working directly with twenty-one children aged from 2-5 years of age. In addition, the two designated persons in charge and the receptionist who holds a childcare qualification were available to provide support to the care rooms when required during the inspection.

(2) The minimum ratio of adults to children was maintained during the inspection as the table below demonstrates.

Room Name	Age profile	Morning	Afternoon
The Green Room	2-2½ years	2 adults caring for 11 children.	2 adults caring for 7 children.
The Yellow Room	3-5 years	3 adults caring for 8 children.	2 adults caring for 6 children.
The Blue Room	3-5 years	3 adults caring for 6 children.	3 adults caring for 8 children.

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.*

(3) A record referred to in paragraph (1) shall be open to inspection on the premises, and the documents and records referred to in paragraph (2)(a) shall be open to inspection whether on the premises or elsewhere, by an authorised person.

Compliance Information

(1)(h) The registered provider ensured that there was a record containing the details of the children attendance kept in each care room.

(i) The registered provider ensured that there was a record of the staff roster containing the details of the staff rostered available.

(j) The registered provider in charge confirmed that only one child had received medication since the last inspection. This medication record was reviewed, and all information was completed in full.

(k) A sample of twelve accident and incident records were reviewed as part of the inspection. All information was completed in full.

(3) Records were open to inspection by an authorised person. All records requested by the inspector were available for review.

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

(1)(a) Basic Needs:

- The service provided meals and snacks at regular intervals one of which was a hot meal for the children. All food was prepared in the kitchen of the service. Different dietary requirements were catered for if required and additional food was observed to be available, for example, at dinnertime spaghetti bolognese was served at 11.30am, an alternative vegetarian option was available of mashed potatoes or spaghetti and sauce for the children. Water and milk were available in each care room for the children to drink.
- Mealtimes observed were relaxed and sociable events, with the adults and children observed to sit together at mealtimes and chat amicably.
- Identity and belonging were promoted in the service. For example, there was a 'Class Helper' display, a 'Birthday Wall' display and the children's artwork was displayed throughout the care rooms and the service. In addition, children had their own coat hooks labelled with their name and photograph accessible at their level.
- There were cosy areas observed in each care room for the children to relax in as required. Each cosy area was equipped with a sofa, several cushions, a soft mat and a selection of books for reading and relaxation. In addition, the two outdoor play areas had a partially sheltered area with tables and seating available for rest and relaxation.
- Children were observed to access the outdoor play area this supports their social, cognitive, gross and fine motor development.

Physical and Material Environment:

- In each care room there was a variety of play materials and equipment available to the children that was suitable to their age and stage of development. The materials and equipment were observed to be grouped thematically throughout the care room which encouraged independent spontaneous play

experiences. For example, there was a variety of play materials and equipment available to the children that were stored in photographic labelled boxes and on low shelves to include; art easels with paint and aprons available, home areas with play shop and play kitchens with supporting equipment, sensory play materials, a range of construction toys to include jigsaws and wooden puzzles, wooden building blocks, plastic building bricks, magnetic building blocks, sorting and stacking toys; toys for transporting such as cars and trains; for imaginary play dress up clothes hung in a wardrobe, dolls clothes, dolls bed and dolls pushchair.

- Each care room had a sufficient number of low-level tables and chairs which allowed children to engage in tabletop activities and mealtimes comfortably.
- Language and literacy were supported in the care rooms through conversations, songs and story time. In addition, there was a library in the corridor where parents could borrow books to take home to read with their child. Additionally, books were available to support parents deal with life issues such as loss of a parent, divorce, bullying, sensory processing and on strategies on supporting children's emotions.
- The Orange room is designed as a designated sensory room. Staff discussed the benefits of this room for children especially if they become overwhelmed. This room had low mood lighting, a sensory fish lamp, a bean bag and soft flooring. There was an option to play low music.
- There were two outdoor play areas on the premises which provided opportunities for children to play a range of games and partake in activities to support gross motor development. For example, equipment included a climbing frame, an outdoor play kitchen with supporting equipment, a playhouse, dolls, toy animals and a selection of transport vehicles cars, trucks and a garage. The children were observed to play in one of the outdoor play areas during the inspection.

Supporting relationships with Children:

- Staff were observed to be engaged with the children and their play. They were responsive to the children and were observed to encourage independence. For example, staff were observed to give children clear guidance on how to put on and take off their coats and children were given choice regarding their play activities.
- The service used an electronic application to communicate with parents daily and update them on their child's activities. There was a parent notice board in the reception area to ensure parents are kept informed of weekly events including the weekly food menu. Staff discussed how the service holds parent/guardian information meetings and parents have the option of one-to-one meetings if required.

The inspectors observed staff greeting parents at collection time and updating parents verbally on their child's day in the service.

- As part of the induction to the service parents are welcome into the service with their child to become familiar with the service before the child's start date. Staff were able to discuss how they support children with the transition from home to the service by offering a settling in period based on each individual child's needs. In addition, staff spoke about a 'Transition to School' programme which they hold to support children with the transition from the service to primary school.

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:

- The main entrance door to the service was appropriately monitored and secured by a reception desk with an electronic buzzer allowing restricted access to the care rooms. The system in place prevents a child from exiting unsupervised and to prevent unauthorised access to the service.
- The outdoor play areas were securely gated. This prevented a child from exiting unsupervised and any unauthorised access into the outdoor play area.
- Cleaning agents and medication were stored safely out of the reach to the children.
- The radiators in the care rooms had protective radiator covers.
- Toys and equipment used by the children were observed to be well maintained and in a good state of repair.
- The kitchen area was inaccessible to the children.

Infection Control:

- The sanitary accommodation was equipped with liquid soap, warm water, and hand drying facilities. The children were facilitated to wash their hands before eating, after using the toilet and playing outdoors.
- Aprons, gloves and hairnets were provided and used to ensure good hygiene practices during food handling.

- Foot pedal operated bins were available in the care rooms and sanitary areas to allow hygienic disposal of contaminated materials.
- Windows in the care rooms could be opened to allow for circulation of air and reduce cross infection.

Administration of Medication:

- The service had individual care plans on display to identify the medication requirements and procedures in place for children who had specific allergies or medical conditions. Through discussion with staff, it was evident that staff were familiar and aware of the procedures to follow as per each care plan.
- Emergency medications were located and stored safely in a place inaccessible to children in their original boxes and were clearly labelled with each child's name.

Fire Safety:

- On the day of inspection, it was observed that all fire emergency exit doors were clear from obstruction. This helped ensure the safe effective evacuation of children and staff in the event of an emergency.

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) The service provided evidence that a person trained in First Aid Response (FAR) training. Three of the four adults trained in first aid response were present and working with the children on the day of inspection.

(2)(a) and (b) Suitably equipped first aid boxes were available and were safely stored in an easily accessible and conspicuous position on the premises.

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.
- (2) The record referred to in paragraph (1) shall be open to inspection by-
- 2(c) an authorised person.
- (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) Documentation was available to demonstrate that fire drills were practiced monthly. The last fire drill took place on 26 June 2024. No fire drill took place in July and August as the service was closed for the summer. The inspector was advised by the deputy person in charge that a fire drill for September was due to be completed.
- (b) The number, type and maintenance record of the firefighting equipment was up to date. Fire extinguishers were last serviced on 12 June 2024. Smoke alarms were serviced on 7 August 2024.
- (2)(c) Records were open to inspection by an authorised person. All records requested by the inspector were available for review.
- (4) Procedures detailing the steps to take in the event of a fire were displayed on the wall in the care rooms.

Part VI - Safety

Regulation 28 - Insurance

A registered provider shall ensure that the pre-school service is adequately insured.

Compliance Information

The registered provider ensured the service was insured. The insurance certificate provided for review showed cover for the number of children registered in the service with an expiry date of 27 March 2025.