

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015DY047
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<b>Name of Service:</b>	Hazelbrook Daycare Ltd T/A Childrens Choice
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<b>Address of Service:</b>	31 Templeview Park, Clarehall, Dublin 13, Co. Dublin
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<b>Eircode:</b>	D13 KH90
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<b>Name of Registered Provider:</b>	Janette Lynch
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<b>Service type:</b>	Full Day
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<b>Date of Inspection:</b>	20/03/2025
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<b>No of pre-school children:</b>	AM	31	PM	28
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<b>Address of the Early Years Inspectorate:</b>	Tusla Child and Family Agency, Early Years Inspectorate, Nexus Building Block, Blanchardstown Corporate Park, Dublin 15.
<b>Inspection undertaken by:</b>	E Hosford
<b>Title:</b>	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).

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

Hazelbrook Daycare Ltd T/A Children's Choice is a private service which provides a sessional, part time and full day care to children from 0 to 6 years of age and operates from 8am to 6pm Monday to Friday. They also provide a school age service. The service is situated in Dublin 13 and operates from a two storey residential premises which has been converted for the purposes of a childcare service. There are four care rooms, namely, the Baby room and Montessori room on the ground floor and the Toddler room and Play School room on the first floor. Six standard cots were available in the Baby room for children under the age of two years from the Baby room and the Toddler room that required sleep. An enclosed outdoor area is available to the children to the rear and side of the premises.

### Staffing

The service employs nine staff members to include the registered provider, the designated person in charge, a cook, five childcare staff, one of which works with the school age 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, premises and facilities. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9,11,15,19,23,25,25 and 26. These findings are outlined within the relevant regulations within this report.

A sampling process was used to assess compliance under regulation 15.

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 registered provider, 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 required.
- (b) The designated person in charge was on the premises when the inspector arrived unannounced to carry out the inspection and was present throughout the period of inspection.
- (c) A clear management structure was in place with staff familiar with the lines of authority and accountability.

The files of nine staff members working in the service were reviewed.

(2)(a) The following references were available from a past employer:

- Two validated written references were available for four members of staff employed.
- One validated written reference was available for five staff members.

(b) The following references were available from a source other than a previous employer:

- One validated written reference was available for five members of staff employed.

(c) Garda vetting disclosures were available for nine members of staff in the service. 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 three staff members who had has lived in a state other than the State for a period of longer than six consecutive months as an adult.

(4) Six staff members working directly with children had documentation available to demonstrate that they 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.

## Non-Compliance Information

(2)(d) From the previous inspection in 2022 police vetting was not available for one member of staff who had lived in a state other than the State for longer than six consecutive months as an adult.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

(2)(d) In response to the non-compliance the service has stated that they are in the process of applying for police clearance through a new route. Certificate will be sent to Tusla on completion.

### Supporting documentation submitted

(2)(d) Service recruitment policy.

## Summary Comment

The service has addressed the non-compliance in their corrective actions. However, evidence of the application for police vetting has not been submitted to the inspectorate. The non-compliance remains outstanding until the service has completed the police vetting process and furnished evidence to the Early Years Inspectorate.

### 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.*

*(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) There were an adequate number of adults working directly with the children as there were 6 adults working with 31 children in the morning and 5 adults working with 28 children 20 children in the afternoon.

(2) The correct adult/child ratio was maintained in the care rooms on the day of inspection.

(8)(a) On review of the service roster and on discussion with staff it was confirmed that two adults were present on the premises at all times.

### 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.*

*(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-*  
*(c) an authorised person.*

#### Compliance Information

(1) The records maintained for the total number of ten children attending the service were inspected and all were found to be appropriately completed with the required information as specified in sub-sections (a) to (i) in this regulation.

(3)(c) The children's records were open to inspection as requested by the inspector as an authorised person.

### 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) Each child's learning, development and well-being was facilitated as evidenced by the following:

##### Basic Needs

- The service provided the children with a breakfast of cereal and toast, a hot meal of pesto pasta and chicken at 11-11.30am, a tea of fruit, pancakes and custard at 2pm and sliced fruit at 4pm. Alternative meals and snacks were available and provided to children to suit their individual preferences and tastes. Children that attended the service on a sessional basis could bring their own food which was observed to be in keeping with the service healthy eating policy and consisted of sandwiches, yogurt and fruit. Water was available throughout the day and was accessible to the children. Mealtimes were observed to be sociable occasions with extra food being offered if children requested it.
- The sleep needs of the children in the Baby and Toddler rooms were child led with staff working with parents in maintaining the child's daily schedule. Support was available to staff in the Baby room to attend to children's nappies before they slept and as required.
- The service valued the benefit of outdoor play and each child spent time outdoors and for extended periods during the inspection.

##### Supporting relationships.

- The children in the care rooms were assisted by staff to complete activities with the atmosphere remaining calm and unhurried throughout the day.
- The children were encouraged and supported to share and take turns with their friends which was evidenced during outdoor play when children of various ages were observed playing together and sharing toys.
- Staff engaged with parents daily at drop off and collection with any information regarding their child's day to include food eaten, sleeps and activities communicated during this time.

- Staff were observed to work well together and were familiar with all the children attending with a flexible approach to care observed during children’s sleep time, covering for breaks and garden time.

### Physical environment.

- The care rooms were bright and inviting spaces for the children which created an atmosphere that was welcoming and engaging. Areas within the room were available and accessible which enabled the children to develop their skills and interests and become independent and confident learners. Materials available included home areas, construction space, tabletop games and puzzles, arts and crafts and a rest area with a library. Each area was well equipped with supporting equipment displayed on low shelving which assisted the children in making choices in their play.
- The outdoor area was surfaced with concrete paving and a soft matting surface. The children had access to slides, playhouses, cars, trucks, balls, and bats. Child size picnic tables enabled the children to sit take a break if 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

#### General Safety:

- The main door of the service and the external gate in the outdoor area were secured to prevent a child from exiting the building unsupervised and an unauthorised adult from entering.
- The equipment and materials used by the children were observed to be in good repair and did not present a hazard or danger.
- All cleaning agents were stored safely and out of children’s reach.
- The emergency exit routes were unobstructed while the children played and slept within the service.

#### Infection Control:

- Warm water, liquid soap and paper towels were available at all the sinks used by the children. Internal sanitary facilities were ventilated with active mechanical ventilation and care rooms were ventilated with open windows and doors.
- The nappy changing procedure was carried out in line with the service policy and best practice guidelines.

- The children had their hands washed before meals times, after outdoor play and after using the toilet.
- A cleaning schedule was in operation within the care rooms and sanitary facilities to ensure that regular cleaning of surfaces and facilities was maintained. An adequate amount of cleaning materials were available within the care rooms.
- Cots within the cot room and stackable beds were positioned with the recommended spacing of 50cms between each one. Each cot mattress had a washable and wipeable cover.
- Children's sheets were stored in individual boxes and sent home to be washed weekly or more often if required.

### Safe Sleep:

- Staff in the service maintained ten-minute checks on all sleeping children to include colour, breathing and position. The temperature of the care rooms was recorded every 15 minutes and staff were aware of the recommended temperature of 18-22 °C for children over the age of 1 year while they slept.
- The temperature of the Baby room was recorded as 19.8 °C at 12.09pm and the Montessori room was 20.7°C at 12.11pm.

### Fire Safety:

- Documentary evidence was available to demonstrate that monthly fire drills were completed in the service and all fire equipment to include fire extinguishers and smoke detectors were serviced yearly.
- The designated fire exit was illuminated and clear of any obstructions throughout the inspection

### Non-Compliance Information

#### Infection Control:

1. Perishable food items to include meat and yogurt were not stored in a refrigerator on the child's arrival to the service but in their bag in the care room. This increased the potential risk of food borne infection.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

#### Infection Control:

1. In response to the non-compliance the service has stated that the healthy eating policy has been updated to include correct storage of packed lunches from home and the policy has been circulated to all staff highlighting the update.

## Supporting documentation submitted

### Infection Control:

1. Updated service healthy eating policy.

### Summary Comment

The service has addressed the non-compliance, and this will be reviewed 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) The registered provider ensured that a staff member was trained in First Aid Responder (FAR) certification with an expiry date of the 5 September 2026.

(2)

(a) and (b) A first aid box was available in the service and suitably equipped and accessible to the adults responsible for caring for the children attending the service.

### 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 of the fire drills completed in the service. The last recorded fire drill took place on the 14 February 2025.
- (b) A record was available of the number, type and maintenance of the firefighting equipment and smoke alarms in the service. Fire extinguishers were serviced on the 9 July 2024 and smoke alarms were serviced on the 18 April 2024.
- (4) A notice of the procedures to be followed in the event of a fire was conspicuously displayed on the premises.