

Early Years Inspectorate Regulatory Report

Pre School

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| TUSLA Identifier: | TU2015DY094 | | | |
| Name of Service: | Hyde & Seek Childcare (Millbourne) | | | |
| Address of Service: | 1 Millbourne Ave, Drumcondra, Dublin 9, Co. Dublin | | | |
| Eircode: | D09 W284 | | | |
| Name of Registered Provider: | Siobhan Davy | | | |
| Service type: | Full Day, Part Time, Sessional | | | |
| Date of Inspection: | 30/04/2024 | | | |
| No of pre-school children: | AM | 20 | PM | 11 |
| Address of the Early Years Inspectorate: | Early Years Inspectorate, Child and Family Agency, Unit 4&5 Nexus Building Block 6A, Blanchardstown Corporate Park, Dublin 15 | | | |
| Inspection undertaken by: | Á. Dunne, E. Griffin | | | |
| 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

Hyde and Seek (Millbourne) is one of four services operated by the registered provider. It is a privately operated service located in a residential area in Dublin 9. The childcare service provides a part time and full day care service to a maximum of 28 children aged from 1 to 6 years, from 7.30am to 18.30pm. However, the service is currently operating from 8.15am to 6pm Monday to Friday. The service operates from a two-storey building which has three care rooms, all of which were in use on the day of inspection; the Toddler room and the Montessori 1 room are on the ground floor along with sanitary accommodation and an office area while the Montessori room and kitchen are on the first floor. An enclosed outdoor area is available to the rear of the building.

Staffing

The registered provider employs nine staff within the service to include the designated person in charge, the deputy designated person in charge, a supervisor, 4 childcare staff, 1 school age staff and a cook. The registered provider, the supervisor and the deputy designated person in charge facilitated 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 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 as follows:

Regulation 9 Management and recruitment (2)(a)(b)(c)(d), (4), (7).

Regulation 11 Staffing Levels (1)(2)(8)(a).

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

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

Regulation 22 Food and Drink.

Regulation 23 Safeguarding Health, Safety and Welfare of child

A sampling process was used to assess compliance under Regulation 16 Record in relation to Pre- School Service, Regulation 19 Health, Welfare and Development of Child and Regulation 23 Safeguarding Health, Safety and Welfare of child. As a result, the scope of the inspection included the three care rooms - the Toddler room, the Montessori 1 room and the Montessori room.

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, supervisor, deputy designated 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.

(7) A registered provider shall ensure that all employees, unpaid workers and contractors are appropriately supervised and provided with appropriate information, and where necessary training, including in relation to the following:

(a) the policies, procedures and statements of the service specified in Schedule 5;

Compliance Information

(2) During the Inspection, the files of eight staff members were reviewed, all of whom were new to this service since the last inspection 24 October 2023.

(a) Two written and validated references were available for five staff members from a past employer.

One written and validated reference was available for two staff members from a past employer.

(b) Two written and validated references were available for one staff member from a source other than from a past employer.

One written and validated reference was available for two staff members from a source other than from a past employer.

(c) Garda vetting disclosures had been obtained for all eight staff members. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Police vetting was available for seven staff members who had lived outside of Ireland for a period of more than 6 months.

(4) Evidence was available to show that six staff members 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.

(7)(a) On review of available documentation it was confirmed that staff had received induction training relating to topics such as the services policies and procedures, introduction to a new child , interactions with children, respect of a child, cleaning ,nutrition , health and safety, infection control, fire safety information, and guidance for managing children with additional needs, child protection, management of accidents and incidents, medication administration and dealing with complaints.

Documentation was available to demonstrate that staff training was recently undertaken to include the following:

- 24 February 2024 - Tasks to be completed in the evening.
- 27 February 2024 - Overview of Tasks.
- 28 February 2024 - Late pick-up information.
- 28 February 2024 - Procedure for sign in and childrens attendance.

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) 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 four adults working directly with 20 children aged between 1 years to 6 years and on the afternoon of the inspection there were four adults working with 11 children aged from 1 years to 6 years and one adult with seven children of school age.

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

| Room Name | Age profile | Morning | Afternoon |
|-------------------|----------------------------|---------------------------|---|
| Toddler room | 1-2 years 6 months | 1 adult with 5 children | 1 adult with 5 children |
| Montessori 1 room | 2 years 6 months – 4 years | 2 adults with 6 children | 1 adult with 6 children |
| Montessori room | 3-6 years | 1 adult with 9 children | 1 adult with 7 school age children |
| Total | (1-6 years) | 4 adults with 20 children | 2 adults with 11 children and 1 adult with 7 school age children. |

The registered provider, the deputy designated person in charge and one additional staff were also available in a supernumerary capacity and covered in rooms as required.

(8)(a) On review of the service roster it was observed that two adults were on the premises during the operation of the service.

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) Staff recorded the daily attendance of each child to the service on an electronic application.
 - (i) The service maintained a weekly staff roster to reflect the staff present in the service and their planned breaks.
 - (j) A review of three previous medication administration records for medication administered to children in the service since 24 October 2023, which were available on an electronic application, were completed in line with regulation.
 - (k) A review of ten records of previous accidents and incidents that occurred within the service since 24 October 2023, which were available on an electronic application, were completed in line with regulation.

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. Water was available in each care room for the children to drink.
- Mealtimes observed were relaxed and sociable events, with children given time to sit at low tables appropriate to their ages. Children were encouraged to self-feed, but staff were on hand to help as required, supporting independence and wellbeing.
- Nappy changing and toilet visits were completed at set times and as needed to ensure each child's comfort.
- The transitions between activities such as nappy changes, sleep time and mealtimes were observed to be calm and relaxed with additional staff available to care for the individual needs of the children.
- Children from all care rooms were observed to enjoy outdoor play during the inspection, in the outdoor area to the rear of the service, with appropriate clothing and footwear provided.

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 give them choices regarding their play activities.
- Staff were observed to comfort children when they were upset, offering cuddles or sitting close to the children and maintaining physical contact.
- The service used an electronic application to communicate with parents daily and update them on their child's meals, sleeps, nappy changes and activities. The inspectors observed that the deputy designated person in charge was responsible for the greeting of parents at collection time and updating them verbally on their child's day in the service.

Physical and Materials Environment:

- The furniture provided in each care room was low level and suitable to the needs and age of the children. There were sufficient number of low tables and chairs to accommodate children whilst they played and ate in each care room. Cosy areas with soft mats and cushions for rest and relaxation were present.
- The care rooms were laid out with a range of materials and toys that were suitable to the age and stage of development of the children. Equipment was accessible and displayed to enable the children to explore and develop their play opportunities. For example : Home areas with play kitchen with supporting equipment and play food, range of construction toys to include wooden puzzles, jigsaws, plastic bricks, building blocks, magnetics; toys for transporting such as cars and trucks; small world play toys of dolls, dolls clothes, animals and dinosaurs; sensory play table with cereal ; for gross motor play a wooden climbing frame that included steps and a ramp was positioned beside soft matting; for imaginary play , dress up clothes and for arts and crafts – mark making materials directly accessible to the children; Montessori learning approach materials supporting the areas of practical life, sensorial, language, maths and culture were also present.
- An outdoor play area was available for the children with a soft artificial surface. The equipment and toys available included a climbing frame, scooters, ride on bikes, a trike, a balance bike and a seesaw. providing learning opportunities for the children.

Part V - Care of Child in Pre-school Service

Regulation 22 – Food and drink

A registered provider shall ensure that adequate and suitable, nutritious and varied food and drink is available for each pre-school child attending the pre-school service.

Compliance Information

- The service had a four-weekly menu for morning snack, dinner and afternoon tea. It was displayed in the service.
- Children were observed to be offered meals and snacks at regular intervals throughout the day for example, the inspectors observed; morning snack at 10am of dried raisins, dinner at 11.30am of Vegetable Bolognese with pasta. An afternoon snack was served at 2.30pm of homemade scones. Different dietary requirements were catered for if required and additional food was observed to be available, for example, an alternative of tuna pasta was available for the children and additional portions were observed to be offered. Water was available to drink for each meal and when 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 into the service was secured with an intercom with door release system which was operated by staff members. This reduced the risk of unauthorised access or the unsupervised exit of a child. The outdoor area was fully enclosed and securely gated.
- A weekly roster reflected the staff present in the service.
- The kitchen was not accessible to the preschool children during the service operating hours and emergency exits to the front and rear of the service were observed to be unobstructed throughout the inspection.

Infection Control:

- The service was maintained in a clean and hygienic condition throughout, with the premises and equipment observed to be visually clean. Weekly cleaning records for the equipment, bedding and rooms was displayed in the service with individual staff responsibilities for certain areas documented.
- Handwashing facilities for hand hygiene included warm water, liquid soap, and paper towels and childrens hands were observed to be washed frequently throughout the day, for example after garden time, before mealtimes and after nappy changing and toilet visits.
- Soothers used within the service were stored in individually labelled boxes and staff confirmed that soothers were cleaned daily which reduced the potential risk of cross infection.
- Nappy changing facilities were available for the children.

Safe Sleep:

- The sleep needs for children under two years of age, were facilitated with access to cots for sleep and children over the age of two years were facilitated to sleep on soft floor mats.
- Cots and soft floor mats were positioned 50 cms apart, as per best practice guidelines to reduce the potential risk of cross infection.
- While seven children slept, the temperature of the Toddler room was recorded as follows:

| Room | Temperature | Time |
|--------------|-------------|------------|
| Toddler room | 21.0 ° C | at 12.09pm |
| | 20.3 ° C | at 12.28pm |

This is between the recommended temperature of 18-22 °C.

- Children were provided with cellular blankets for sleep.
- Shoes and clothing such as jumpers, hooded sweatshirts and socks, were removed from children at sleep time.
- Staff were observed to physically check sleeping children and on review of the information recorded by staff on the electronic application, staff completed ten-minute sleep checks while the seven children slept which included each child's colour, breathing and position. The temperature of the care room was also recorded.