

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DY103		
Name of Service:	Kilbarrack Foxfield Preschool		
Address of Service:	Greendale Road, Kilbarrack, Dublin 5, Co. Dublin		
Eircode:	D05 X5X8		
Name of Registered Provider:	Lynette Monk		
Service type:	Sessional		
Date(s) of Inspection:	09/09/2024		
No of pre-school children:	AM	33	PM 15
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:	E Hosford and R Duff		
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

Kilbarrack Foxfield Pre School is a community service which provides education and care to children aged from 2-5 years of age and School Age Care. The service operates from 8:30am to 2:40pm Monday to Friday and offers three sessions in the morning and two sessions in the afternoon. The service participates in the Early Childhood Care and Education (ECCE) scheme.

The service operates from three care rooms in a single storey building on the north side of Dublin City. An outdoor area is available to the children to the front of the premises.

Staffing

The service employs nine staff to include the registered provider, deputy person in charge and seven childcare staff, two of whom are employed under the Access and Inclusion Model (AIM). On the day of inspection there were nine staff present in the service, of those eight were working directly with the children in the morning and six staff in the afternoon session.

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

The unannounced inspection focused on an examination of compliance under The Child Care Act 1991 (Early Years Services) Regulations 2016.

- Regulation 9 Management and recruitment (2)(a)(b)(c)(d),(4)(6A),
- Regulation 11 Staffing Levels (1)(2)(8)(a),

- Regulation 15 Record of a Pre-School Child,
- Regulation 21 Equipment and Materials,
- Regulation 23 Safeguarding Health, Safety and Welfare of Child,
- Regulation 25 First Aid and
- Regulation 26 Fire Safety measures.

A sampling process was used to assess compliance under Regulation 15 Record of a Pre-School Child, Regulation 21 Equipment and Materials and Regulation 23 Safeguarding Health, Safety and Welfare of Child, as a result the inspection focused on Room 1 and not on Room 2 or Room 3.

Regulation 9 Management and Recruitment and Regulation 11 Staffing levels were assessed in all care rooms.

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, 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.

(6A) is inserted by S.I. No.632 of 2016 CHILD CARE ACT 1991 (EARLY YEARS SERVICES) (AMENDMENT) REGULATIONS 2016 which states; Regulation 9 of the Child Care Act 1991 (Early Years Services) Regulations (S.I. No. 221 of 2016) is amended - in paragraph (4), by the substitution of “paragraphs (5), (6) and (6A)” for “paragraphs (5) and (6)”, and (b) by the insertion of the following paragraph after paragraph (6): “)

(6A) Paragraph (4) shall not apply to an employee of a registered provider where - (a) the registered provider receives funding for the employment of the employee pursuant to a scheme funded by the Minister and known as the Access and Inclusion Model, and (b) the employment of the employee is for the purpose of providing support, pursuant to the scheme referred to in subparagraph (a), for a child attending the service to enable the child to participate in the programme known as the Early Childhood Care and Education (ECCE) funding Programme.”

Compliance Information

(2) The staff files of nine employees employed in the service were reviewed.

(a)(b) Two written references were available for the registered provider and two written validated references were available for eight staff employed and working in the service from recent past employers or a source other than a past employer.

(c) Garda Vetting disclosures were available for nine staff members. 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 from one country in respect of one staff member who had resided outside of the jurisdiction for more than 6 months as an adult.

(4) On review of documentation available nine staff members working with the children had evidence to demonstrate that they held a major award in Early Childhood Care and Education at Level 5 or above on the National Framework of Qualifications.

(6)(A) Two staff members were employed under the scheme known as the Access and Inclusion Model (AIM).

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.

(3) Subject to paragraph (5), a registered provider of a sessional pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 2 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) therefore at that reference number is satisfied.

Compliance Information

(1) The registered provider ensured that there was an adequate number of staff working with the children at all times.

(3) The adult to child ratio was maintained throughout the inspection.

Morning session.

Room 1- Three staff caring for 15 children aged 3-5 years of age.

Room 2- Two staff caring for 4 children aged between 2-3 years of age.

Room 3 -Three staff caring for 14 children aged 2-3 years of age.

Afternoon session.

Room 1- Three staff caring for 7 children aged 3-4 years of age.

Room 3 -Three staff caring for 8 children aged 2-3 years of age.

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) to (i)

On review of the documentation relating to a sample of 10 children's files within the service, the required information and detail was available and complete.

Part V - Care of Child in Pre-school Service

Regulation 21 – Equipment and materials

A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.

Compliance Information

Physical Equipment and Materials:

- Room 1 had space for movement and exploration with low-level shelving units to enable the children to access equipment and play materials independently. The furniture provided for meals and tabletop activities were appropriate for the children attending.
- Throughout the rooms natural, open ended play materials were available to the children such as play kitchens, dolls, dress up, activity areas with cars, trucks, blocks and bricks. These materials promoted the use of all the children’s senses and can provoke exploration, curiosity and creativity.
- Each child’s identity and belonging were reinforced within the service with the use of the children’s pictures along with their extended family. This can provide familiarity and comfort to children.
- The outdoor area was divided into two areas to enable two care rooms to access the area at one time. Each care room had a designated time for outdoor play, and it was part of their daily curriculum. The learning environment comprised of an enclosed area with a soft poured surface. The children had the opportunity to play with sand trays, ride in cars, balls, cars, trucks, steps and slides and climbing walls. The children were observed to engage in physical and risky play experiences under the supervision of adults which can promote dispositions such as curiosity and exploration and fundamental movement skills such as running and balance.

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 internal doors and external gates were secured to prevent a child from exiting the service unsupervised and preventing an unauthorised adult from entering.

- The outdoor area was observed to be suitable, safe and secure with domestic bins stored out of children's reach and all play materials and structures secured.
- Cleaning materials to include disinfectant sprays and liquids were stored on high shelves and locked cupboards.

Infection Control:

- Room 1 had access to well-equipped sanitary facilities to include warm water, liquid soap, paper towels and a closed lid pedal bin. The area was ventilated with an open window.
- Children were encouraged to wash their hands after using the bathroom and attention was given to cleaning the table surfaces before and after snack time.
- The premises appeared to be in a clean and hygienic condition and documented up to date cleaning records were available and displayed in the premises.

Fire Safety:

- Fire exits were unobstructed, and the fire evacuation routes were displayed throughout the premises.

Non-Compliance Information

General Safety:

1. An accurate record of the children present in the care room was not maintained by staff in Room 1. This reduced the effective evacuation of children in the event of an emergency. For example.
 - At 10:40am 15 children were present in the care room, however, only 14 children were recorded as being present in the room. The inspector identified the error to a staff member who immediately rectified the record.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. In response to the non-compliance the registered provider has stated that a staff meeting was held, and a refresher training session was provided on the importance of accurate attendance records for Fire Safety, Child Safety and Compliance. In addition, a second system of recording children's attendance was activated using an electronic application which will run consecutively to paper records, and each will be filled by a different member of staff to ensure oversight.

We also implemented a self-sign in for the children in room 1 whereby they can add their photo to a velcro poster chart to say they are in. While this is not relied on in any way to officially record the children, it provides an opportunity for children and parents to recognise the importance of 'checking in' with staff.

Supporting documentation submitted

General Safety:

1. Minutes of staff meeting held following the inspection.

Summary Comment

The registered provider has addressed the non-compliance as identified.

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 person trained in First Aid Responder (FAR) certification was available to the children on the day of inspection.
- (2)
(a) and (b) Three first aid boxes were available in the service and suitably equipped and accessible to 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)
- The last recorded fire drill that took place in the service was on the 5 June 2024, before the service closed for the summer months.
- (b)
- The number, type and maintenance of the firefighting equipment and smoke alarms was present in the service. The fire extinguishers were serviced on the 22 November 2023 and the smoke alarms on the 2 October 2023.
- (4)
- A notice of the fire procedures to be followed in the event of an emergency were clearly displayed in the service.