

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DY126
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Name of Service:	Little Stars Childcare & Montessori
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Address of Service:	351A Navan Road, Dublin 7, Co. Dublin
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Eircode:	D07 HP80
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Name of Registered Provider:	Niall O'Reilly
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Service type:	Full Day
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Dates of Inspection:	23/09/2024
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Date 2 of Inspection:	24/09/2024
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No of pre-school children:	AM	40	PM	39
Day 2	AM	-	PM	40

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 Hosford
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.
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Description of service

Little Stars Childcare and Montessori is a private service located in Dublin 7, which offers full day care to children. The service operates from 8.00am to 6.00pm, Monday to Friday. A service is provided to children aged between 1 to 6 years of age. The service operates from a purpose built two-storey building in a residential area with an additional care room in a prefabricated building to the rear of the premises. The outdoor play area is situated to the rear of the premises, with an artificial grass surface and fully enclosed.

The service operates from five care rooms namely: on the ground floor the Tadpole room with a cot room and the Frog room both catering for children aged from 1-2 years old, on the first floor the Caterpillar room catering for 2–3-year-olds and the Cocoon room catering for 2- 4-year-olds. To the rear of the premises, situated in a prefabricated building is the Butterfly room catering for pre-school children in the 4 -5 age group.

Staffing

The registered provider who does not work in the service, employs 14 staff to include the person in charge, deputy person in charge, a cook and 11 childcare staff. The person in charge and the deputy person in charge were supernumerary and provided support where needed to cover breaks and support nappy changing, together with managing oversight of the service and facilitated the inspection on both days.

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 and safety. 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 (1)(a)(b)(c),(2)(a)(b)(c)(d), (3) (4) (7)(a)

Regulation 10 Policies, Procedures of Preschool Service

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

Regulation 16(1)(k) Records in Relation to Preschool Service

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

Regulation 22 Food and Drink

Regulation 23 Safeguarding Health, Safety and Welfare of the child

Regulation 27 Supervision

Regulation 29 Premises

Regulation 32 Complaints (1)(a)(b)(c), (2)(a)(b), (3)(a)(b), (4).

A sampling process was used to assess compliance under Regulation 16 Records in Relation to Preschool Service and Regulation 23 Safeguarding Health, Safety and Welfare of child.

As a result, the scope of the inspection included the Tadpole room, the Frog room, the Cocoon room and the Caterpillar room. It did not include the Butterfly room.

Regulation 11 Staffing Levels were assessed across all rooms of the service on both days of inspection.

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

This inspection was triggered by information received by the inspectorate.

Acknowledgments

The inspectors wish to acknowledge the cooperation of the person in charge, deputy person in charge, staff and children who were present on the two days 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.*

(3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.

(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

(1) (a) The service had a designated person in charge and a named person to deputise as required throughout the inspection.

(b) The designated person in charge and the deputy designated person in charge were present when the inspectors arrived at the service and were present for the duration of the inspection.

The files of the registered provider and 14 staff members were reviewed as part of the inspection.

(2)(a)(b) Thirty written and validated references were available in relation to the the registered provider and 14 staff members from a past employer or a reputable source.

(c) Garda vetting disclosures were available for the registered provider and 14 staff members. However, the service did not adhere to the -vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under regulation 23 of this report.

(d) Police vetting was available for the seven staff members who had lived outside the State for longer than six months as an adult.

(3) Evidence was available to demonstrate that the procedures specified in paragraph (2) were carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.

(4) Documentation was available to show that the 13 staff members who worked directly with children attending the service held at least a major award in Early Childhood Care and Education at Level 5 or above on the National Framework of Qualifications or a qualification deemed eligible by the Department of Children and Youth Affairs

Non-Compliance Information

(1)(c) The specific roles and responsibilities of four staff were not clearly identified, for example, the management structure chart on display in the reception of the service did not have a description of the specific roles and responsibilities of four staff to include two new staff and two longer serving staff.

(7)(a) Documentary evidence was not available as follows:

- to demonstrate that new staff working within the service had received induction training or had signed off on receiving induction training for example, no induction training records were available for five staff and

no sign off sheet was available for confirmation of induction training on the service policies and procedures for eight staff.

- to demonstrate all staff had received updated and ongoing training for example the last documented staff meeting was 5th March 2024 and no training records for staff were available. It is acknowledged a staff meeting was planned for the 24 September 2024.
- to demonstrate completion of appraisals for staff by Management.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1) (c) Photos have been taken of staff (where profiles were missing at reception) and description of roles have been typed up. Photos of new staff will be taken during staff induction process along with management typing up role and description. New staff profiles will be displayed at Reception.

(7) (a)

- Induction records have been completed for four staff.
- Management to regularly review employees that have worked in the service for a number of years to ensure they have the correct training documents in their files.
- Management to ensure that more staff meetings are done regularly along with documented one to one meeting. Staff and Supervision meetings to be carried out every 3 months. Service Provider and Management added to diary to hold staff meetings / and staff and supervision meeting at least every 3 months.
- Yearly appraisals for all staff to be completed by management. Service Provider and management to ensure employee and management appraisals to be completed and recorded every year.

Supporting documentation submitted

(1)(c) Receipt for proof of purchase for staff photos ordered.

(7)(a)

- New staff induction training record book purchased.
- Completed Induction Training records and Appraisal records.
- Staff and Supervision record and one to one meeting record books purchased.
- Minutes of Meeting held 24 September 2024.

Summary Comment

Under Regulation 9, the non-compliances outlined above has been adequately addressed.

Part III – Management and Staff

Regulation 10 - Policies, procedures etc. of pre-school service

A registered provider of a pre-school service shall ensure that the written policies, procedures and statements specified in Schedule 5 are in place for the service.

Compliance Information

The registered provider ensured that the written policies, procedures and statements specified in Schedule 5 were in place in the service and last updated in May 2024.

The inspectors focused on a review of the service policies for Induction, Training, Staff Supervision and support, Key Person, Complaints and Infection Control and procedures to include the Services Terms and Conditions and found these to meet the requirements set out in Schedule 5.

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) On the day 1 of inspection, there were 10 adults working with 40 children in the morning and 9 adults working with 39 children in the afternoon.

On Day 2 of the Inspection, there were 8 adults working with 40 children in the afternoon.

(2) The minimum adult to child ratio was maintained throughout the inspection on Day 1 and on Day 2, and on review of attendance of staff and children on the 30th of August 2024.

The adult child ratios during the morning session were maintained as follows;

Room Name	Age profile	Day 1 AM	DAY 1 PM	DAY 2 PM	30 August 2024
Tadpole room	1year to 2 years	1 adult to 4 children	1 adult to 4 children	1 adult to 4 children	1 adult to 3 children
Frog room	1year to 2 years	4 adults to 7 children	2 adults to 7 children	2 adults to 6 children	1 adult to 5 children
Caterpillar room	1-year 6months to 2-years 6 months	2 adults with 9 children	2 adults to 9 children	2 adults to 10 children	2 adults to 10 children
Cocoon room	2 years 8 months to 4 years	2 adults to 12 children	2 adults to 11 children	2 adults to 12 children	2 adults to 12 children
Butterfly room	3 years to 5 years	1 adult with 8 children	1 adult to 8 children	1 adult to 8 children	CLOSED
Total	(1-6 years)	10 adults with 40 children	8 adults with 39 children	8 adults to 40 children	6 adults to 30 children

With the designated person in charge and the deputy designated person in charge present to support break cover and nappy changing.

(8)(a) The registered provider ensured that two adults were always present on the premises.

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:

- (i) details of staff rosters on a daily basis;
- (k) details of any accident, injury or incident involving a pre-school child attending the service.

Compliance Information

- (i) Staff roster was available demonstrating hours each staff worked, when they took their breaks and what staff covered these breaks if required.

Non-Compliance Information

- (k) On review of 14 accident and incident records available, the following information was not recorded:
 - o The date of the accident / incident was not recorded on one form.
 - o The date of birth of the child was not recorded on two forms.
 - o The parent’s signature was not recorded on four forms.
 - o The date of the parent’s signature was not recorded on five forms.
 - o The date of staff’s signature was not recorded on two forms.
 - o The managers signature and date of signature was not recorded on three forms.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (k) All accident and incident records have been completed correctly. Management to review all incident and accident reports to ensure they are completed properly. Management discussed at staff meeting the importance of dates and signatures on accident and incident reports been included / and that all required information is completed on the relevant forms.

Supporting documentation submitted

- (k) Staff meeting held 24 September minutes. Staff sign off form relating to training on accident and incident records.

Summary Comment

The non-compliance outlined above, under Regulation 16, has been adequately addressed.

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) Supporting relationships:

- 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 members supported each other in the provision of care to the children.
- In the Tadpole room, daily record books are completed for children to inform parents of the daily routine of their child to include, sleep times, food intake and nappy changes.

Physical Environment and Materials:

- The Frog, Caterpillar and Cocoon 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 children were able to explore and develop their play opportunities.
- The outdoor play area was available for the children, the surface was covered with a soft artificial surface. The equipment and materials present for outdoor play, provided learning opportunities for the children

Non-Compliance Information

(1)(a)

Basic needs:

1. On Day 2, in the Caterpillar room, at 1.20pm, staff did not consider the basic care needs of a child in their care as the child was not facilitated to sleep as a sheet for their bed was not available. Children should be provided with the necessary equipment for rest and sleep.
2. On Day 1, in the Caterpillar room, between 12.19pm and 12.27pm, the transitions at sleep time were not smooth as staff were not familiar with the sleep time routine, for example, the following was observed:
 - one child was observed to be lying on their low bed with their shoes on
 - one child was observed to lie on a low bed with no sheet
 - one child was awoken to have their hair bobbins removed.
 - one child was observed to remove their own hair bobbins.

Supporting relationships:

3. Communication with parents was not observed to be adequate for example:
 - In the Cater pillar room, parents were not provided with information regarding the staff present as there was no pictures of staff on the door of the care room, which was observed on the doors of the other four care rooms of the service.
 - Regular updates to parents via a monthly newsletter has not been provided since March 2024, this is at variance with the service policy on engagement with parents.

Physical Environment and Materials:

4. In the Tadpole room, materials and equipment were not displayed and available to the children to enable them to explore and investigate their care room independently. For example.
 - Equipment stored in boxes with no labelling, did not allow for children to access independently.
 - One shelving unit was poorly resourced and toys were arranged in a mixed-up manner, not making the toys appealing to the children.
 - There was no supporting equipment for the play kitchen accessible to the children.
 - Supporting equipment for an activity boat was missing.
 - Some toys were broken with missing pieces.
 - One box contained books and were not independently accessible to the children.
 - Three books were torn and in poor condition
 - Two windowsills in the care room contained a mix of toys for example, cuddly toys, dolls, stacking cups, sorting toys, not accessible to the children.
5. Family walls were not visible to the children in the Tadpole, Frog and Caterpillar rooms as they were up high on the wall, reducing visibility to the children and their sense of identity and belonging.
6. When children sat at the tables in the Caterpillar room, the table were chest height and therefore were not of suitable height or appropriate for the age range of the children in the room. This was a non-compliance from the last inspection in May 2023, the corrective action has not been sustained.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

Basic Needs –

1. Staff to inform management, if any child does not have bed linen (supplied by parent) as early as possible, so that management can contact child's parents to arrange for same. All staff to support and guide children in preparing for sleep time. Management has provided each sleep room with spare bed linen. Management to monitor that spare bed linen is being used if needed and washed and stored

appropriately. Management to spot check that all children under 3 years of age are being offered a safe sleep.

Supporting Relationships:

2. Management to ensure that staff are familiar with different sleep room routines and that staff are assisting all children preparing for sleep and rest. Photos of staff were taken and ordered to ensure that the right staff profiles will be displayed on all care room doors. Management to spot check daily that right staff profiles are displayed on all Care Room doors.
3. Management and Service Provider to ensure that monthly newsletter is completed and emailed to parents. Service Provider and Management to ensure time is given to Management to allow monthly newsletter to be completed. Management to meet with staff to create monthly newsletter.

Physical Environment and Materials:

4. For the Tadpole Room, Management and key worker created a new Early Years Learning environment by taking the following actions:
 - Cleared the windowsills of a mixture of toys.
 - Removed some plastic toys.
 - Removed any broken toys or books.
 - Created a treasure basket.
 - Purchased new wooden toys and books.
 - All boxes are now at accessible height for children.
 - Book station is kept on the floor in the cosy corner and key worker will rotate books.
 - Kitchen materials for play kitchen is displayed daily for children to play with.

Regular staff and supervision meetings regarding layout of care rooms and strengthening early years environment. Management to monitor care rooms excess of clutter.

Management to ensure that interest areas are inviting to children.

5. Family bottles are in the Tadpole, Frog and Caterpillar Room and were there on the day of inspection. Family trees have been placed lower on walls. Management to monitor height of family trees and ensure parents are supplying family bottles for each child.
6. New tables for Caterpillar Room have been purchased. Management to regularly monitor table height is appropriate for children age group.

Supporting documentation submitted

Basic Needs

1. Receipt for proof of purchase of spare sheets and blankets, separate sign off sheet for employees to sign regarding spare bed linen. Separate staff sign off sheet regarding assisting children in preparation for sleep time.

Supporting Relationships:

2. Staff Policy on supporting and assisting childrens sleep and rest time. Training record 24 October 2024.

Physical Environment and Materials

3. Receipt for proof of purchase of photographs, copy of November newsletter 2024.
4. Photographic evidence.
5. Photographic evidence.
6. Receipt for proof of purchase of new tables.

Summary Comment

Under Regulation 19, the non- compliances, outlined above have been adequately addressed.

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 ensured there was adequate and suitable food and drinks available. For example:

1. The service provided food for all children attending the service, to include breakfast 8am to 9am, dinner at 11am in the Tadpole and Frog rooms and dinner at 12pm in the Caterpillar, Cocoon and Butterfly rooms and afternoon tea at 2pm. Food for one snack time is provided by the service and food for the other snack time is supplied by the parents from home. Food is prepared in the service onsite kitchen, and conversation with the cook established food was prepared using fresh fruit and vegetables with the dinner supplied by an external catering company. A review of the weekly menu plan showed there was a varied selection of food available. Drinks of water and milk were available throughout the day.
2. The Cook in the kitchen discussed the alternative options available for children with additional dietary needs or alternative diets and food preferences. The menu option for the hot meal on Day 1 of the

inspection was Tomato pasta. Alternative food made available was beans, brioche rolls, chicken bagels which were prepared and made available for children.

3. Mealtimes were observed to be a sociable experience where staff were observed to engage with the children and offer support where required. Children were given appropriate cutlery for their age and stage of development, with bibs offered for their comfort.
4. Meals were prepared to suit the stages of development of the children in each care room.

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:

- On arrival to the service, the inspectors observed the external gate and the internal service door were secure by a controlled access system, monitored by staff to restrict unauthorised persons from gaining access to the service and preventing children from leaving the service unsupervised. The outdoor play area was secure, while children from all care rooms played outside.
- The weekly roster was available for review by the inspectors on the inspection day.
- The ground at the front of two poles in the outdoor area was even and did not pose a trip hazard.
- The kitchen area was inaccessible to the children throughout the inspection.

Infection Control:

- The service observed their infection control policy when notifying parents of a non-notifiable infectious disease.
- Sheets and blankets were individual to each child and stored in individual labelled boxes when not in use. Staff reported that the sheets and blankets were sent home every Friday with the children to be laundered at home and returned to the service on a Monday.
- Thermostatically controlled water, liquid hand soap and paper towels were available for handwashing.
- Nappy changing facilities were available for the children and nappy changing was completed for the children, at set times or when required in accordance with the service policy.

Safe Sleep:

- Staff maintained 10-minute sleep checks to include their colour, breathing and position while four children slept in the Tadpole cot room, and seven children slept in the Frog room and while nine children slept in the Caterpillar room.
- Temperatures in the Tadpole cot room, the Frog and Caterpillar rooms at sleep were maintained between the recommended ambient sleep temperatures of 18°C to 22°C for children over one years old.
- All cots, floor beds and low beds were positioned 50cm apart at sleep time.
- The cot room off the Tadpole room was not congested with equipment and toys and provided a suitable sleep environment.
- All mattresses used in the cots and on the floor, beds had safety labels and met safe sleep guidelines.

Non-Compliance Information

General Safety:

1. A Garda vetting disclosure that was available for one staff member was not dated within the previous three years in adherence to with the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.
2. Foam padding on poles in the outdoor area had loose tape which was accessible to children. This increased the potential risk of injury or choking.
3. A play kitchen in the outdoor area was water damaged with broken wood particles accessible to the children, leading to a risk of injury

Infection Control:

4. Soothers were not stored or handled by staff to reduce cross infection, individual storage was not available for the storage of all soothers used by the children in the Tadpole and Frog rooms. Soothers were stored loose in wall hanging pouches in the Tadpole room and loose in a box in the Frog room. This increased the potential risk of cross infection.
5. A sofa used by the children in Cocoon room was observed to be damaged with exposed foam, leading to poor infection control as it could not be cleaned effectively.
6. The lidded pedal bins in the sanitary facilities were overflowing with used handtowels and aprons, leading to poor infection control.

Safe Sleep:

7. In the Caterpillar room, on Day 1 and on Day 2, one child under two years of age was observed to be sleeping on a stackable low bed. The sleep plan available for this child stated that the child would be

sleeping on a floor bed with a mattress. This is at variance with the best practise sleep guidelines issued to the sector in September 2023.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. The Garda vetting renewal was in process during the inspection and has since been successfully processed and is on file. The staff member is not qualified in Early Years Education and is never present on the premises during the day while children attend the Crèche. Also, the staff member is Garda vetted separately through their involvement in mentoring and managing underage football teams. Management to review service provider Staff Garda Vetting (every 3 years).
2. Padded pole holders have been purchased.
3. The play kitchen has been removed from the garden. Management to record outdoor risk assessments and monitor materials being used in garden.

Infection Control:

4. Purchased soother storage. Separate sign off sheet for staff regarding soother storage hygiene. Management to regularly monitor soother storage and sterilization.
5. Damaged sofa has been removed from the cocoon room. Management and staff to ensure that damaged furniture is removed from the care rooms.
6. New recyclable bins for children's toilets were purchased. Management to monitor daily, the bins in the sanitary facilities.

Safe Sleep:

7. Staff are aware of the safe sleep regulations and the Tusla safe sleep guidance September 2023. Staff in all sleep rooms are familiar with each child's safe sleep plan. Staff are to check daily children's date of births and ensure that children under 2 years of age are sleeping in a cot or floor with mattress. Children sleeping on floor beds with a mattress have sleep plans requiring evidence of requirement to sleep on floor beds. Sleep plans are discussed with management and staff.

Supporting documentation submitted

General Safety:

1. Garda Vetting disclosure submitted.
2. Receipt for proof of purchase of padded pole holders.
3. Copy of Outdoor risk assessment.

Infection Control:

4. Sign off sheet for staff training on soother hygiene storage policy.
5. Receipt for proof of purchase of new floor mat for cosy corner in Cocoon room.
6. Receipt for proof of purchase of new bins for sanitary facilities.

Safe Sleep:

7. Sign off sheet for staff training on Safe Sleep policy and procedures.

Summary Comment

The non-compliances, under Regulation 23, outlined above, have been adequately addressed.

Part VI - Safety

Regulation 27 – Supervision

A registered provider shall ensure that pre-school children attending the service are supervised at all times.

Non-Compliance Information

1. A child was not supervised adequately while using the sanitary facilities. On Day 1 of the inspection at 10.37am a child was observed exiting the sanitary facility onto the main corridor in need of assistance with redressing. The deputy person in charge who was facilitating the inspection went to their aid and assisted them with dressing themselves. Children should be supervised at all times by staff to ensure their safety and dignity is maintained.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

1. Staff meeting held on the 2 October 2024. Staff were informed by management to assist and help children in the Cocoon room when using the toilet. Younger children that have just started ECCE require assistance. Some older children in the Cocoon room may not require assistance when going to the toilet. This information should be handed over by Cocoon key workers to other staff when covering lunch's, end of day etc. Management to monitor that children are not left unsupervised in the toilet when they require assistance. Regular one to one meetings with management and staff will be held.

Supporting documentation submitted

1. Minutes staff meeting. Staff and Supervision record template with Cocoon key workers.

Summary Comment

1. Under Regulation 27, the non-compliance outlined above has been adequately addressed.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

A registered provider shall ensure that the premises of the service are-
(e) equipped with adequate and suitable sanitary facilities.

Compliance Information

(e) The service was equipped with adequate and suitable sanitary facilities as follows:

Sanitary Facilities available	No. of Wash hand basin's	No. of Toilets	No. of Nappy changing Units
Downstairs	2	0	2
Upstairs	2	1	1
In cabin in garden	1	1	0
Downstairs for Staff	1	1	0
In the attic for Staff	1	1	0

Part VIII - Notifications and Complaints

Regulation 32 – Complaints

- (1) A registered provider shall ensure that the complaints policy of the service specifies-
- (a) the procedure to be followed by a person for the purposes of making a complaint in relation to the service,
 - (b) the manner in which such a complaint shall be dealt with, and
 - (c) the procedures for keeping a person who makes such a complaint informed of the manner in which it is being dealt with.
- (2) A registered provider shall ensure that-
- (a) a record in writing is kept of a complaint made to the provider in respect of the pre-school service, and
 - (b) the complaint is duly dealt with in accordance with the provider's complaints policy.

Compliance Information

(1)(a)(b)(c)

The service had a complaints policy available, and it had the required statements and procedures documented.

(2)

(a) The service had a record in writing of complaints made in respect of the service.

(b) The service had documentary evidence to demonstrate that any complaints received were dealt with according to the service complaints policy.