

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015DY271
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<b>Name of Service:</b>	Happy Phases Pre-School
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<b>Address of Service:</b>	188 Kimmage Road West, Kimmage, Dublin 12, Co. Dublin
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<b>Eircode:</b>	D12 FW64
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<b>Name of Registered Provider:</b>	Soirse Doheny
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<b>Service type:</b>	Full Day Care
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<b>Date(s) of Inspection:</b>	07/02/2024
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<b>No of pre-school children:</b>	AM	24	PM	23
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<b>Address of the Early Years Inspectorate:</b>	Tusla – Child and Family Agency, Trinity Building, IDA Business Park, Bray, Co Wicklow
<b>Inspection undertaken by:</b>	Mary Redmond and Linda Magee
<b>Title:</b>	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).

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

This private childcare service has been operated by the current registered provider since 1996. Full day care and sessional care is provided for pre-school children aged one to five years of age. The hours of operation are between 8am and 6pm. The sessional service operates between 8.50am and 11.50am; there were no sessional children present during this inspection.

The service operates from a domestic dwelling which has been modified to accommodate the childcare service. Care is delivered across four care groups - Wobblers, Toddlers, Junior ECCE room and the Pre-school room; the Toddlers and Junior ECCE group share a combined space. There is a dedicated sleep room with five cots adjacent to the Wobbler room. The children have access to an enclosed outdoor space to the rear of the premises.

### Staffing

There were ten adults employed to work with pre-school children in the service; this included the registered provider. Nine adults employed to work with pre-school children had attained major awards in Early Childhood Care and Education at Levels 5, 6, 7 and 8 on the National Framework of Qualifications. One adult who did not have the required qualification had a Letter of Qualification Recognition which had been issued by the Department of Children, Equality, Disability, Integration and Youth (DCEDIY).

### 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 areas of governance and safety. The inspection may also focus on other areas as required.

The inspection plan was to assess compliance under the following regulations:

Regulation 9 Management and recruitment

Regulation 11 Staffing levels

Regulation 15 Record of pre-school child

Regulation 16 Record in relation to pre-school service

Regulation 23 Safeguarding health, safety and welfare of child

Regulation 25 First aid

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 reoccurring. 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 co-operation of the service manager and staff members who facilitated the inspection and children who were present on the day of 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.*

#### Compliance Information

The files for ten adults who were employed to work with pre-school children were reviewed.

- (2)
- (a) There were written validated references available from previous employers for all adults employed in the service.
  - (b) A suitable reference from another source was available for one adult who had only one previous employer.
  - (c) Garda vetting was available for all adults.
  - (d) Police vetting was available for one adult who had resided outside the State for a period longer than six consecutive months.
- (4) There was evidence that nine adults had attained at least a major award in Early Childhood Care and Education at Level 5 on the National Framework for Qualifications.

### 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.

#### Compliance Information

(1) There were an adequate number of adults working directly with children attending the service. There were seven adults working directly with twenty-four children in the morning and six adults working with twenty-three children in the afternoon.

### 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) Records were randomly selected and reviewed for ten children who were attending the service. The records reviewed contained the following particulars:

- (a) The name and date of birth of each child.

- (b) The date on which each child first attended the service was recorded on a software application system.
  - (c) The date on which a child ceases to attend the service will also be recorded on the software application system.
  - (d) The names, addresses and telephone number of parents were recorded and information where parents can be contacted during the hours of operation of the service were also available.
  - (e) Names and contact details of other adults who were authorised to collect children were available.
  - (f) The documentation available supported the recording of specific illnesses, allergies, disabilities and dietary preferences for children.
  - (g) The name, address and telephone number of each child's general practitioner (GP) was recorded.
  - (h) Parents had indicated which immunisations their children had received.
  - (i) There was written parental consent for medical treatment of children in the event of an emergency.
- (4) The registered provider was aware that the records referred to above must be retained for a period of two years after the child leaves 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) Children's attendance was accurately recorded in electronic format.
  - (i) A staff roster was available which also indicated cover for breaks.

(j) Documentation was available to demonstrate that signed parental consent was required prior to administering medication to a child, and that administration of medication was witnessed. Parents had to indicate that they had been informed when their child received medication in the service.

(k) Details of accidents and incidents were recorded electronically and there was evidence available that parents were informed following an accident or incident involving their child.

### 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 entrance door to the service was secured to prevent unauthorised access or children exiting unsupervised. Toys and play equipment observed in use by children on the day of inspection were safe and in good working order. Cleaning products and hazardous materials were stored securely out of reach of the children.

##### **Infection Control:**

Children's hands were washed after outdoor play and before eating at low sinks in their respective care rooms. Tables were cleaned before and after children ate from them. Adults washed their hands before serving food to children.

The nappy changing procedures observed were effective for infection prevention and control purposes.

##### **Administration of Medication:**

There was documentation available to support the safe administration of medication when required and adults were familiar with procedures which were in place to safely administer medication.

##### **Safe Sleep:**

Young children under two years of age were physically monitored in the cot room and sleep checks were recorded every ten minutes. The temperature of the cot room was maintained below 20 degrees Celsius which is the requirement for safe sleep.

### 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) Two adults working in the service had valid qualifications in First Aid Responder (FAR) training and were available to children. Other adults working in the service also had relevant training in first aid for children.

(2) Suitably equipped first aid boxes were available.

(a) They were stored safely in conspicuous positions in the service.

(b) The first aid boxes were available to children at all times.