

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015DY280
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<b>Name of Service:</b>	Ups A Daisy Childcare
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<b>Address of Service:</b>	2 Somerville Park, Walkinstown, Dublin 12, Co. Dublin
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<b>Eircode:</b>	D12 K889
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<b>Name of Registered Provider:</b>	Samantha Salinger
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<b>Service type:</b>	Full Day
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<b>Date(s) of Inspection:</b>	18/07/2023
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<b>No of pre-school children:</b>	AM	24	PM	18
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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
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<b>Inspection undertaken by:</b>	Mary Redmond
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<b>Title:</b>	Early Years Inspector
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### 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>	Non applicable
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### Description of service

This private childcare service has been operated by the registered provider since 2007. Full day care is provided for children aged one to five years of age; a sessional service is also provided for 38 weeks of the year. The service is registered to cater for a maximum number of thirty pre-school children.

The service operates from a purpose-built unit adjacent to the registered providers private dwelling in a residential area of Dublin southwest. Four care rooms are available; three rooms were in use on the day of inspection. There is no separate cot room and children who required sleep in a cot were facilitated within their care room. There is an enclosed outdoor area on the premises which has an artificial grass covering and a good variety of outdoor play equipment was provided in this area.

### Staffing

There are five adults employed in the service including the registered provider who works in the service on a daily basis. Adults working in the service had attained major awards in Early Childhood Care and Education at Level 5 on the National Framework of Qualifications, or qualifications deemed by the Department of Children, Equality, Disability, Integration & Youth (DCEDIY) to be equivalent.

### 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, health, welfare and development of child 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 19 Health welfare and development of child
- Regulation 26 Fire safety measures
- Regulation 28 Insurance

The following regulation was not on the inspection plan and for this reason only the non-compliances are reported:

- Regulation 23 Safeguarding health, safety and welfare of child

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 inspector wishes to acknowledge the cooperation of the registered provider and staff who facilitated the inspection 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.*

#### Compliance Information

(2)

(a) There were written validated references available from previous employers for four adults employed in the service.

(b) Appropriate references from other sources were available as required.

(c) Garda vetting was available for five adults.

(d) Police vetting was available for one adult.

(4) Three adults had attained at least a major award in Early Childhood Care and Education at Level 5 on the National Framework of Qualifications and two adults had qualifications deemed by the Department of Children, Equality, Disability, Integration & Youth (DCEDIY) to meet the regulatory requirement.

#### Non-Compliance Information

(2)

(a) References were not available for one adult who had been recently employed in the service.

(d) Police vetting was not available for this adult and for whom it was required.

It is acknowledged that the required police vetting was received by the registered provider on the 23 July 2023 and forwarded to the inspector on the 24 July 2023.

## Corrective & Preventive Action submitted by the Registered Provider

### **Corrective and Preventive Action**

Paperwork including references and vetting is available for all staff. Will ensure that correct paperwork and vetting available for all staff.

### **Supporting documentation submitted**

Documentation submitted and reviewed.

## Summary Comment

The regulatory requirement has been met.

## 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 four adults working directly with twenty-four children in the morning and three adults caring for eighteen 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) A random selection of records were 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.
- (c) There was an area on the registration form where the date when a child would cease to attend the service will be recorded.
- (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.

## 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) Documentation was available to record children’s attendance in written format.
  - (i) A staff roster was available.
  - (j) Documentation was available to demonstrate that signed parental consent was required prior to administering medication to a child, should it be required, and that administration of medication should be witnessed.
  - (k) Details of accidents and incidents were recorded and there was evidence available that parents were informed following an accident or incident involving their child.

## 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-*

*(b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.*

### Compliance Information

**(1)(b) The registered provider ensured that appropriate and suitable care practices were in place.**

Food was offered to children at regular intervals throughout the day; the service provided the main meal from an external catering company and parents also supplied snacks for children. Mealtimes were relaxed and children were given time to finish food at their own pace. Children's dietary preferences were catered for and drinking water was available to children throughout the day in individual bottles.

Children who wore nappies had them changed regularly during the day and at other times when required. Adults were observed to interact attentively with young children during the nappy changing procedure. Older children used the toilet independently and were encouraged to wash their hands afterwards.

Young children who slept on low beds during the day were facilitated away from the general play area and had heavy clothing and shoes removed before being put down to sleep and rest.

Children had daily access to outdoor play and wore appropriate clothing when outside.

### 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.

#### Compliance Information

- (1) A record in writing was available for the following:
- (a) There was a record to demonstrate that fire drills take place; the last recorded fire drill was in May 2023.
  - (b) A record was available for the maintenance of the smoke alarms and was dated 11 April 2023.

#### Non-Compliance Information

- (1) A record was not available for the following:
- (b) There was no maintenance record available for the firefighting equipment.
- It is acknowledged that a record for the maintenance of the firefighting equipment which took place on the 25 July 2023 was submitted on the 26 July 2023.

#### Corrective & Preventive Action submitted by the Registered Provider

##### Corrective and Preventive Action

The maintenance certificate is now displayed and in future all required documents will be available on inspection.

##### Supporting documentation submitted

The necessary documentation was submitted and reviewed.

#### Summary Comment

The regulatory requirement has been met.

### Part VI - Safety

#### Regulation 28 - Insurance

*A registered provider shall ensure that the pre-school service is adequately insured.*

#### Compliance Information

There was evidence that insurance was in place for a maximum number of 49 children valid until March 2024.

## 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.*

#### Non-Compliance Information

##### General Safety:

On the day of inspection the attendance of children in the Pre-Montessori room was not recorded. At 11.20am when the inspector checked the attendance record the time of arrival for fourteen children present in the room had not been recorded. An accurate recording of children's presence in the service is required to ensure the safety of children in the event of an emergency evacuation of the premises.

##### Administration of Medication:

The medication administration forms did not record that parents had been informed when their child received medication. Failure to demonstrate that this information has been communicated to parents is a potential risk to children.

#### Action submitted by the Registered Provider

##### Corrective & Preventive Action

##### General Safety:

Children's attendance is now accurately recorded using updated roll books and the importance of recording this information has been re-iterated to staff.

##### Administration of Medication:

The medication forms have been updated to include a parent's signature to acknowledge that their child has received medication.

##### Supporting documentation submitted

Documentation was submitted and reviewed by the inspector.

#### Summary Comment

The regulatory requirement has been met.