

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DY290
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Name of Service:	Child's Play
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Address of Service:	Blackpitts House, 1A St. Kevin's Avenue, Blackpitts, Dublin 8.
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Name of Registered Provider:	Orlaith O'Brien
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Service type:	Full Day, Part Time, Sessional
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Date of Inspection:	08/07/2024
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No of pre-school children:	AM	57	PM	47
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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:	C. Harte and E. Finnegan Hayes
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

Child's Play is a private early years' service which offers full day, part-time and sessional education and care to preschool children aged from 0-6 years. The service participates in the Early Childhood Care and Education (ECCE) scheme and operates from 7.45am to 6pm Monday to Friday. The service also provides a registered school aged service daily. The service operates from a three-storey building located in an urban area of Dublin 8. There are four care rooms operating over three floors.

On the ground floor are the Toddler room, the Playroom, two sleep rooms, an office and a kitchen which prepares the food eaten by the children.

The Junior Pre School is accommodated on the first floor which incorporates three care spaces including the kitchen, the Montessori room and the Exercise room.

The Senior Pre School/SAC room is located on the third floor.

Children from the Playroom downstairs access the Exercise room on the first floor for activities and at sleep time. There is an enclosed outdoor area to the rear of the premises, with an area sectioned for the Toddler room only.

Staffing

The service currently employs twenty- two staff including the registered provider, designated deputy and bus driver. The registered provider works in the service in a managerial capacity.

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:

- Regulation 9(1),(2)(a)(b)(c)(d), (4), (7)(a) Management and Recruitment
- Regulation 11(1),(4), Staffing Levels
- Regulation 16(1)(h)(i)(j)(k) Records in relation to the preschool service
- Regulation 19(1)(a) Health, Welfare and Development of child
- Regulation 23 Safeguarding the Health, Safety and Welfare of the Child
- Regulation 29 (e) Premises

However, on inspection additional non-compliance which posed a risk was identified under Regulation 31. These findings are outlined within the relevant regulation within this report.

A sampling process was used to assess compliance under Regulation 19 Health Welfare and Development of Children, and Regulation 29 Premises. As a result, the scope of the inspection included the Toddler room, Playroom downstairs and Junior Preschool.

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

An immediate action notice was issued to the registered provider on the day following the inspection under Regulation 23 in relation to a non-compliance identified under Regulation 9. A written response was received on the 9th of July 2024 which mitigated the risk.

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

(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.*

(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.
 - (b) The registered provider was present when the inspectors arrived and throughout the inspection.
 - (c) There was a clear management structure in place and details of which were displayed in the hall.
- (2) The service currently employs twenty-two staff. The files of all staff were reviewed.
- (a) Twenty-two written and verified references were available from past employers.
 - (b) Twenty-two written and verified references were available from a source other than a past employer.
 - (c) Garda vetting disclosures had been obtained for twenty-one staff. However, the service did not adhere to the re-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 ten adults who had lived in a country other than Ireland for a period of six months or more as an adult.
- (4) Sixteen adults working directly with the early years 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

(2)(c) Garda vetting had not been obtained for one staff member who was present in the service on the day of inspection working directly with the children. This posed a risk to the safety of the children. An immediate action notice was issued to the provider under Regulation 23 Safeguarding the health, safety and welfare of the child in relation to this non-compliance.

(4) Two staff members working directly with the children did not have evidence available to demonstrate that they 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.

(7)(a) On review of documentation available and discussion with the registered provider the following was observed:

- One new staff member employed since the last inspection had not completed their policy and procedure sign off.
- One new staff member employed since the last inspection had not completed their introduction checklist or policy and procedure sign off.
- There was no available record to demonstrate that any staff member had received support and supervision sessions since the last inspection. The registered provider shared an email issued to staff in December 2023 advising of a new supervision template and that a support and supervision schedule would be planned.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

(2)(c) The staff member in question started her first day of work on the day of inspection. Later in the day the registered provider became aware that the new staff member had not properly completed the Garda vetting form provided. The staff member was immediately informed that she could not remain on the premises and could not return to work until her Garda vetting was in place. A follow up email was sent to the staff member stating the same.

(4) The first staff member had provisional results on file. The college has confirmed the students final results. The second staff member was working with the summer camp which consists partially of early years children and partially of school-aged children. The summer camp staff consists of 1 early years educator and 2 school-aged practitioners. To remain in ratio at all times, the staff roster was rectified so that a qualified early years educator is with the summer camp children at all times.

(7)(a)

- The staff member has since completed their policy and procedure sign off.
- The staff member has since completed their induction and policy and procedure sign off.
- The deputy manager has taken responsibility for the support and supervision of the staff. The schedule which was proposed in December 2023 has now been implemented. Four staff members have completed their support and supervision meetings with the remaining meetings to take place over the coming weeks.

Preventive Action

(2)(c) The agency used to obtain Garda vetting has had contact details updated to reflect the current registered provider. As such, the responsibility for having the correct documents in place for new staff members will be directly with the registered provider, eliminating the chance of miscommunication.

The registered provider will utilise the existing Personnel File Checklist to ensure new staff members have all the required documents in advance of starting at Child's Play.

(4) Going forward all staff qualifications will be verified in advance of working with children. The staff roster will be kept up to date so that all preschool children are cared for by a qualified early years educator at all times.

(7)(a) Two staff members who did not have completed induction process and policy and procedure sign off originally began in the service as work placement students. When they began work as full staff members the formal induction and policies sign-off was missed as they were already familiar with the day-to-day routines. To avoid this in future, all students will be formally inducted and asked to review and sign-off on our policies at the beginning of their work placement, regardless of whether they become full staff members at a later date. This will help the students integrate fully into the correct procedures at Child's Play while they learn with us on their work placement. It will also offer them the opportunity to see how the policies and procedures and standard practices are put into effect in the day-to-day creche environment.

The deputy manager has taken responsibility for the support and supervision of the staff. A planner has been created to record the dates that the support and supervision meetings have been completed and to set the dates for future meetings. The current objective is to have a support and supervision meeting with each staff member every 3 months. This will be reviewed at the end of each year and can be undertaken at closer intervals if requested by individual staff members. After each round of support and supervision meetings, the deputy manager and the registered provider will sit down and review the feedback from the staff. This will provide an opportunity to spot any broad issues across the staff, to assess morale and to discuss what management can do to create a better environment for staff.

Supporting documentation submitted

- Email correspondence with staff.
- Personal file checklist.
- Garda vetting disclosure.

- Email correspondence with college.
- Staff roster.
- Staff induction records.
- Staff policy and procedure sign off.
- Support and supervision records.

Summary Comment

The inspector has reviewed the actions taken and evidence submitted. The non-compliances identified under regulation 9 have been addressed.

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.

Compliance Information

- (1) On the day of inspection there were an adequate number of adults working directly with the children attending the service.
- (2) The adult to child ratios were correct when the inspectors arrived unannounced to the service and throughout the inspection. The following was observed:

Room	Age range	No. of children present	Staff available	Staff required
Toddler Room	1-2 years	12	4	3
Playroom downstairs	2-3 years	15	3	3
Junior Preschool	2-4 years	24	5	4
Senior preschool/SAC	4 years +	9 children including 6 preschool children	3	2

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) Daily attendance records for the children were maintained contemporaneously throughout the inspection and were recorded by staff on a software application.
- (i) A staff roster was available detailing the staff present on the day their start, finish and break times.

Non-Compliance Information

- (1) The registered provider did not ensure the following:
- (j) A full record was not maintained in writing for medication administration. Six of fifteen forms reviewed did not include a parent's signature confirming they have been informed of the administration.
- (k) A full record in writing was not maintained for accident and injuries. Fifteen of twenty forms reviewed did not include a parent's signature confirming they have been informed of the accident.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

- (1)(j) The registered provider issued an email to all parents/guardians highlighting the importance of accurately recording the administration of medication. The email reminded parents of their obligation to sign these forms electronically on the software application.
- (k) The registered provider issued an email to all parents/guardians highlighting the importance of accurately recording accidents/incidents. The email reminded parents of their obligation to sign these forms electronically on the software application.

Preventive Action

- (1)(j) Further to the email to parents, the registered provider has reminded staff to inform parents at collection if a medicine form has been completed for their child that day and that they need to sign it.

The registered provider has also allocated time every Friday to review the week's forms on the software application and issue email or phone reminders to parents who have not yet signed the forms. This has been working effectively and a sample of recent forms has been submitted showing all required signatures.

(1)(k) Further to the email to parents, the registered provider has reminded staff to inform parents at collection if an accident form has been completed for their child that day and that they need to sign it.

The registered provider has also allocated time every Friday to review the week's forms on the software application and issue email or phone reminders to parents who have not yet signed the forms. This has been working effectively and a sample of recent forms has been submitted showing all required signatures.

Supporting documentation submitted

- Email correspondence.
- Sample of completed records.

Summary Comment

The inspector has reviewed the actions taken and evidence submitted. The non-compliances identified under Regulation 16 have been 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,

Compliance Information

(1)(a) The service ensured the child's learning, development and wellbeing was facilitated by the following examples:

Basic needs:

- Nappy changing was carried out in a timely manner and as required.
- Children were observed to have time outdoors on the day of the inspection. They were dressed appropriately and had suncream applied.
- Children's drinks beakers were brought to the garden enabling the children to have a drink as they played outside.

Supporting relationships:

- Family pictures and children’s artwork were displayed in the service promoting a sense of welcoming and belonging. Children’s art folders were located by the main entrance with a note encouraging parents to take artwork home this supports a link between the home and the service environment.
- Displays in the corridor shared useful information for parents on the staff team, funding schemes, service fees and calendar. Staff advised that when a new child is starting the parents received an email with a link to access service policies and procedures and the parents’ handbook.
- Staff explained how they share information with parents about the children’s day and photographs through a software application. It was advised that conversations happen daily with parents during collection time.
- Gentle tones were used by staff during interactions with the children. Staff in the Playroom downstairs were observed to invite children to take part in activities and care practices such as nappy changing.
- A staff member was observed to help children resolve a dispute over a toy by bending down to the children’s level and encouraging them to use their words.
- Staff were knowledgeable about the individual children in their care and engaged in conversation with the children about their families and recent events such as day trips and holidays.

Non-Compliance Information

(1)(a)

Basic Needs:

1. Children’s nasal care was not tended to in a timely manner to support the comfort of the children. A child was observed with visibly dirty nose with nasal discharge above their top lip at 11:14am-11:20am while a second child was also observed with nasal discharge and soiled bib from 11:45am-12:03pm.
2. Mealtime in the Toddler room was not observed to be a pleasant social interaction with staff sitting with the children as outlined in the services policy. During dinner time nine children in highchairs and two children in lower mealtime chairs were observed spread around the dining space in a large circle. One child was sat alone at a low-level table in the centre of the room. The positioning of the children was not conducive to a relaxed social experience encouraging the children to communicate and interact with their peers or staff.
3. Children in the Playroom downstairs room were given their drinks when their meal had ended. Having the children’s drinks available throughout the meal encourages the children and allows more opportunity to drink.

Physical and material environment:

4. Toys and equipment were not easily accessible and available to children reducing their play opportunities and ability to choose freely. The following was observed:
 - The wooden shelving unit in the Playroom downstairs had toys stored in heavy boxes and boxes which didn't fit correctly on the unit proving difficult to slide in and out.
 - The Toddler room contained limited materials and a shelf of resources was observed turned into the wall inaccessible to the children.
 - In the Toddler room children had no access to low level furniture to sit and engage in tabletop activities if they chose.
 - Three kitchen units in the outdoor area did not have supporting resources available this limited the children's opportunity to extend their play and use the equipment as intended while the toys and equipment provided in the Toddler garden were limited and did not provide adequate opportunities for stimulating play experiences.

Programme of activities:

5. Between 11:10am-11:53am the programme of activities offered to the children in the Toddler room did not include supportive strategies such as reading the child's cue, following the child's interest or appropriate length of time for an activity which resulted in the children becoming disengaged, wandering the room and on occasion frustrated. During this time staff attempted to keep children engaged in flashcards and stories as children lost interest and wandered the room seeking other play opportunities. Staff were not responsive to children's cues for alternative play for example when a child was pointing at materials and staff continued with storytelling which resulted in a child becoming frustrated and throwing a toy.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

(1)(a)

1. A Staff Memo was issued to all staff emphasising the importance of nasal care practices in the welfare and care of the children at Child's Play. It also highlighted the importance of nasal care and clean bibs in the prevention of spreading infections.
2. A Staff Memo was issued to all staff reminding them that mealtimes are an important opportunity for children to socialise. Staff were instructed to create an environment which facilitates the children engaging with each other throughout the meal. Staff were encouraged to sit with the children and model good eating habits for the children. Please note that on the day of the inspection, a second child who usually sits at the low-level table was absent. Nevertheless, staff were informed that no child should ever sit alone at a table.
3. All staff were instructed in the Staff Memo to give the children their drinks during the meal to allow the children drink throughout their meal.
4. The heavy boxes in the wooden shelving unit in the Playroom downstairs were removed and replaced with multiple smaller boxes. This makes the boxes lighter and easier for the children to access. The new smaller boxes fit correctly in the shelving unit.
 - New materials were bought for the toddler room and the room was re-organised to provide new interest areas for the children to engage them in stimulating play. The shelf which was turned into the wall was damaged at the time and inaccessible for safety reasons. The shelf has since been fixed and the toys are accessible to the children again.
 - A low-level table with two chairs is now available in the Toddler room for tabletop activities. Similarly, the table in the Arts & Crafts room, which is also used by the toddlers, has been re-orientated to allow the children tabletop access in that room.
 - Kitchen toys such as pots, plates, cutlery and food were made available for the outdoor kitchen units. Additional toys and equipment were provided for the toddler garden to facilitate engaging outdoor play.
5. A Staff Memo was issued to all staff reminding them that activities should be child-led. Activities should be engaging and developmentally appropriate for the children. Staff are encouraged to follow the children's cue and watch for where their interest lies rather than sticking to a pre-programmed plan or activity.

(1)(a) Preventive Action

1. A roll of tissue has been made available in all rooms and staff are regularly reminded to be alert to dirty noses. Staff are encouraged to assist the child where needed and wash their hands afterwards. A supply of spare clean bibs is available to replace dirty bibs if a child does not have a second bib in their bag.
2. For the Toddler room meals, a larger group of children now sit at low level tables together for mealtimes. This reduces the chances that a child would be alone at the table due to another child's absence. If there is a number of children absent and the other children present are too young to eat at the table, staff will join the children at the table to provide a social environment for the children.
3. Staff will be regularly reminded to provide the drinks during mealtime, not afterwards. Management will circulate during mealtimes to ensure that this is being implemented.
4. Staff were asked to regularly check that the boxes do not become too full and can be easily slid in and out by the children. Spare small boxes are available in the shed if any boxes are no longer fit for purpose.
 - Surplus toys and resources are available in storage which can be rotated in and out with the existing toys.
 - The low level table will not be removed from the Toddler room so that opportunities for tabletop activities is always available.
 - Surplus kitchen toys have been bought to replace any that may get damaged in the future. This ensures there will always be supporting resources available for the kitchen units. Similar to the other rooms, the staff have been instructed to rotate the resources available in the Toddler Garden regularly so that the children have access to fresh and engaging resources.
 - Rooms will rotate the resources for the children at least every 2 months or as the children appear to be less interested. Developmentally appropriate resources can be swapped between rooms and/or rearranged to create new and engaging play opportunities for the children.
5. In accordance with Aistear, staff keep track of the children's emerging interests and use Child's Play's Short Term Curriculum Planning Template to plan the activities for the children. Management and experienced staff will guide the less experienced staff to ensure that the activities are engaging and stimulating for the children.

Supporting documentation submitted

- Staff memo.
- Staff signatures confirming receipt and understanding of staff memo.
- Photographic evidence.
- Curriculum planning template.

Summary Comment

The inspector has reviewed the actions taken and evidence submitted. The non-compliances identified under Regulation 19 have been addressed.

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:

- Cleaning sprays were observed out of reach of children.
- Warm water was thermostatically controlled to prevent a risk of scalding.
- Waste was inaccessible to children.
- No trailing flexes were observed.

Infection Control:

- Hand towels and soap was hygienically dispensed and pedal bins were available in the sanitary areas.
- Changing mats were observed to be clean and good condition.
- Children had individual bed linen and mattress protectors were present on all cots.
- Soothers were stored in individual labelled boxes.
- Storage boxes used for resources were observed to be clean and free of dust.

Safe Sleep:

- Room temperatures where children over 1 were sleeping were maintained between the recommended 18-22°C and were monitored by staff with the use of a wall thermometer.
- Staff were observed conducting physical checks of sleeping children every 10 minutes and details of these checks were recorded in a timely manner.

Fire Safety:

- Fire exits were observed clear of obstruction on the day of inspection.

Outing:

- Staff bringing children on an outing were observed to have a first aid kit available and a mobile phone in the event they needed to contact the manger or a parent.

Non-Compliance Information

General Safety:

1. A Garda vetting disclosure for 1 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. The door leading from the playroom sanitary area to the hallway was observed to be left open multiple times between 10:46-11:40am. The children were observed by the inspector to access the sanitary area unsupervised for toileting and handwashing. The hallway leads to the kitchen area where the door was observed wedged open. This posed a potential risk of injury to a child.
3. Windows at first floor level and above were not adequately secured and posed a potential risk of injury to the children should they access them. For example, children in the playgroup room on the first floor were observed to pull chairs over to the window and stand on them putting them closer to the window opening while in the attic room furniture was position in such a way that could potentially allow access to the windows.
4. The kitchenette in the upstairs Playroom had a knife stored in a low-level drawer accessible to children. This posed a risk of injury.
5. Two wooden child sized picnic tables in the outdoor area were worn and unstable, rocking when touched. One table had an exposed rusted screw which the inspector was able to remove from the table at ease . This posed a risk of injury to children.
6. A miniature trampoline was present in the outdoor area and accessible to children. The use of trampolines is prohibited in early years services due to the risk of serious injury to children.

Infection Control:

7. Handwashing practices were not in line with service policy or HPSC guidance. The following was observed:
 - A staff member used a child's bib to clean nasal fluid and did not wash their hands.
 - Children in the Toddler room and Junior pre-school did not wash their hands following outdoor play.
8. Shelving in the Playroom downstairs sanitary area used to store nappies had a section of laminate covering removed exposing chipboard. This posed an infection control risk and prevented effective of cleaning.

Administration of Medication:

9. The medication box in the Toddler room contained expired teething gel. This is not in line with service policy that advises any out-of-date medication will be returned to the parent.

Safe Sleep:

10. A child under the age of two was observed sleeping on a floor mat. This is not in line with Tusla guidance on sleep provision for children under 24 months.

Outing:

11. On the day of the inspection six preschool children joined the school aged children for an outing. There was no record of consent for the children to attending the outings. This is not in line with service policy that advises the service will seek prior signed consent from parents for each outing for their child to attend.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. **Corrective action:** The application for Garda vetting renewal for the staff member has been submitted and is being processed.
Preventive action: Management keep track of important renewal dates relating to all staff members using a Staff Tracker. The application to renew the Garda vetting for the staff member in question had been submitted by the registered provider in December 2023, in time for the 3 year renewal deadline. The staff member had forgotten to complete the online form. Management will ensure to follow up with all staff members in future.
2. **Corrective action:** A sign has been put in place highlighting that the door between the Playroom toilets and the hallway is to remain closed at all times.
Preventive action: The safety reasons for the door being closed has been emphasised to all staff. The sign on the door will remain in place as a constant reminder to close the door.
3. **Corrective action:** Window restrictors have been installed on all windows at first floor, with the exception of the staff room and staff toilets where children are not permitted.
The Velux windows in the attic have window restrictors built into the frames. This allows the windows to be locked in an open position which is not wide enough to pose a risk to children.
Preventive action: The purpose and safety reasons for the window restrictors has been explained to all staff to ensure that they remain in place for the children's welfare.
4. **Corrective action:** A sign has been put in place highlighting that the safety gate to the kitchen upstairs is to remain closed at all times.

Preventive action: The safety reasons for the gate being closed has been emphasised to all staff. The sign on the gate will remain in place as a constant reminder to close the gate.

5. **Corrective action:** These picnic tables have been removed from the premises.

Preventive action: The staff complete risk assessments daily on all the rooms in the building including the garden. Staff have been reminded to be vigilant when inspecting the toys and equipment in the garden for faults or damage which pose a risk to the children.

6. **Corrective action:** The trampoline has been removed from the premises.

Preventive action: The registered provider will regularly review updated guidelines relating to early years services.

Infection Control:

7. **Corrective action:** A staff memo was issued to all staff stressing the importance of good handwashing and hygiene standards. Staff were reminded that hand hygiene is recognised as the most important measure that individuals can take to prevent the spread of diseases. Staff were instructed that tissue is to be used to clean a child's nose, not cloths or bibs. As part of Child's Play's policies children wash their hands after the garden, after messy play, after nappy change/toilet and before and after eating. The staff memo reiterated this to staff as an important reminder for children to regularly wash their hands.

Preventive action: Child's Play's Infection Control policy is due for review in September and will be re-issued to all staff. This will enable staff to refresh themselves with the details of hand hygiene and infection control.

8. **Corrective action:** The damaged edging tape has been removed and fresh edging tape has been applied to both shelving units in the Playroom sanitary area.

Preventive action: Staff complete a daily risk assessment of the Playroom changing area. Staff have been informed that the damage to the covering on the shelving posed an infection control risk and that these items should be highlighted to management so that they can be repaired. The risk assessment form has now been updated to include a check for damage to surfaces. This will remind staff to be on the lookout for damaged surfaces which cannot be effectively cleaned.

Administration of Medication:

9. **Corrective action:** The teething gel was removed from the medication box by management and returned to the parents.

Preventive action: A staff memo was sent to all staff reminding them to regularly check for expired medicines and return them to parents for correct disposal. The Medical Administration Consent Form used by staff when administering medication has mandatory text box for the expiry date of the medication. This box must be completed before the form can be submitted which ensures that the expiry date on the medication is checked in advance of administering the medication.

Safe Sleep:

10. **Corrective action:** Following the inspection, the child in question slept in a cot in the Toddler sleep room until they turned two. The Toddler sleep room has 15 cots available and was not at full capacity.

Preventive action: The registered provider had misunderstood the difference between a floor mat and a floor bed in the guidelines on sleep for children under 2 years old. Following a conversation with the inspectors, it is now clear to the registered provider that floor mats are not the same as floor beds and floor mats are not suitable for children under 2. To prevent this from reoccurring if a child under 2 joins the Playroom group, 2 new floor beds have been ordered from a company which comply with the guidelines for children over 15months who are developmentally ready to sleep on floor beds.

Outing:

11. **Corrective action:** Permission for outings has since been obtained for all children, preschool and school aged, who are in the summer camp.

Preventive action: Outings only occur for the older group of children during designated school holidays – summer, October Midterm and Easter break. In advance of these “camps” an email is sent to the parents outlining the activities which will take place, including outings. Going forward, this email will also contain information on Child’s Play’s Outings Policy and an Outings Permission Form. Consent will be obtained from the parents/guardians for all children in advance of the start of any camp where outings will take place.

Supporting documentation submitted

General Safety:

- Garda vetting submission.
- Staff tracker.
- Photographic evidence.
- Staff memo.
- Garden risk assessment.

Infection Control:

- Staff memo.
- Photographic evidence.
- Risk assessment.

Administration of Medication:

- Medical administration consent form.

Safe Sleep:

- Children's attendance records demonstrating availability of cot.
- Images of floor beds ordered.

Outing:

- Outings policy.
- Outing consent obtained.

Summary Comment

The inspector has reviewed the actions taken and evidence submitted. The non-compliance under Regulation 23-point 1 general safety remains outstanding till updated Garda vetting is obtained and maintained on file. The non-compliances under Regulation 23 points 2- 11 identified have been addressed.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

A registered provider shall ensure that the premises of the service are-

- (b) safe and secure,*
- (e) equipped with adequate and suitable sanitary facilities.*

Compliance Information

(b) The following was observed to ensure the service was safe and secure:

- The service entrance was secure and managed by staff to restrict unauthorised persons from gaining access to the premises and to prevent children from exiting the service unsupervised.
- The outdoor area to the the premises was fully enclosed, and the gate to the grounds of the premises was observed to be secured.

(e) There was a sufficient number of sinks and nappy changing facilities for the number of children attending who require nappies.

Part VIII - Notifications and Complaints

Regulation 31 - Notification of incidents

A registered provider shall notify the Agency in writing within 3 working days of becoming aware of any of the following incidents occurring in the preschool service:

(d) a serious injury to a pre-school child while attending the service that requires immediate medical treatment by a registered medical practitioner whether in a hospital or otherwise;

Non-Compliance Information

(d) A review of a sample of twenty accident and incident records and conversation with management demonstrated that the service failed to notify the agency of three injuries to preschool children that met the threshold for notification.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

Tusla have since been notified of the three injuries which were highlighted during the inspection.

Preventive Action

Going forward, the registered provider is aware of the obligation to notify Tusla within 3 days of any injury which meets the threshold for notification.

Supporting documentation submitted

- Confirmation of notification.

Summary Comment

The inspector has reviewed the actions taken and evidence submitted. The non-compliance identified under Regulation 31 has been addressed.