

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DY332				
Name of Service:	YMCA Childcare				
Address of Service:	YMCA Childcare, 53 Aungier Street, Dublin 2, Co. Dublin				
Eircode:	D02 CH96				
Name of Registered Provider:	Stuart Buchanan				
Service type:	Full Day, Part Time, Sessional				
Date(s) of Inspection:	01/08/2024				
No of pre-school children:	<table border="1"> <tr> <td>AM</td> <td>75</td> <td>PM</td> <td>58</td> </tr> </table>	AM	75	PM	58
AM	75	PM	58		

Address of the Early Years Inspectorate:	Early Years Inspectorate, Floor 7 Brunel Building, Heuston South Quarter, St John's Road West, Kilmainham, Dublin 8 D08 X01F
Inspection undertaken by:	E. Griffin and T. Nelson
Title:	Early Years Inspectors

Authority to Inspect

The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(J) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).

Conditions if applicable

Not applicable.

Description of service

YMCA Childcare established in 1991, is operated as a social enterprise by YMCA to support services for young people, in Dublin 2. The YMCA is a registered Charity. This service provides full day care, part-time and sessional care to pre-school children from 0-6 years. The service is registered to operate between 7.45am-6.15pm and is currently operating between 8am-5pm. The service participates in the Early Childhood Care and Education Programme (ECCE). The service has 6 care rooms: Room 1 - Part time ECCE room (3 -5 years), Room 2 - Preschool room (3 - 5 years), Room 3 - the Toddler room (2 – 3 ½ years), Room 4 - the Baby room (6 months – 14 months), Room 5 - the Tiny Tot room (1 – 2 years) and Room 7 - Preschool room (3 - 5 years). The service has one sleep room with eight cots. There is one enclosed outdoor area and a large sports hall enabling daily access to open space. A school age service is also provided in Room 1 and Room 6 from 1.30pm to 5.30pm.

Staffing

The registered provider employs thirty-six adults to work in the service including two management staff, thirty-one childcare staff, two kitchen staff and one maintenance person. On the day of Inspection, the person in charge, deputy person in charge, twenty childcare staff, one kitchen staff, one maintenance person were present. The registered provider does not work in the service and was not present on the day of the inspection.

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 areas of governance, health, welfare and development of child and safety. The inspection may also focus on other areas as required. The following regulations were reviewed:

Regulation 9 (1)(2)(4)-Management and Recruitment.

Regulation 11(1)(2)-Staffing Levels.

Regulation 15- Record of a Pre-School Child.

Regulation 16(h) and (k)- Record in Relation to Pre-School Service.

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

Regulation 23-Safeguarding the Health, Safety, and Welfare of child.

Regulation 25-First Aid.

Regulation 28-Insurance.

Regulation 29-Premises

As a result, the scope of the inspection included Room 4 - The Baby Room and Room 3- The Toddler Room. A sampling process was used to assess compliance under: Regulation 15, Regulation 16, Regulation 19, Regulation 23 and Regulation 29.

Inspection findings are documented in the inspection report which is first issued in draft format to the service with an opportunity to respond to any findings. Where statutory requirements are identified as not being met, the registered provider must demonstrate how they have rectified the non-compliance and will prevent any non-compliance from re occurring. The Corrective Action and Preventive Action plan (CAPA) will be used to inform decisions about compliance with regulatory requirements. Where the registered provider fails to meet the statutory requirements an escalation process may be commenced.

The inspectorate reserves the right to edit responses received for reasons including clarity, completeness and compliance with administrative and legal processes.

The contents of the report are compiled by the inspectorate body.

Acknowledgments

The inspectors wish to acknowledge the cooperation of the person in charge, the deputy person in charge, 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.

Compliance Information

(1)(a) The service had a designated person in charge and a named person to deputise as needed.

(b) Both designated persons in charge were present when the inspector arrived unannounced to the service.

(c) The service had a clear management structure and staff were aware of their own role and responsibilities.

(2) A review of the roster and conversation with management showed that the registered provider employs 36 adults to work in the service.

(a) Fifty-two written and verified references were available from ~~recent~~ past employers.

(b) Twenty-two written and verified references were available from a reputable source other than a past employer.

(c) Garda Vetting disclosures had been obtained for all 37 adults. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Police vetting was available in respect of twenty-two adults who had lived outside the jurisdiction for longer than six months as an adult.

(4) Evidence was available to show that 32 adults including management 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, Equality, Disability, Integration and Youth Affairs.

Non-Compliance Information

(4) Evidence was not available to show that one adult who works directly with children 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, Equality, Disability, Integration and Youth.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

Qualifications, modules & course details for relevant staff member sent to DCEDIY to obtain a letter of recognition. Letter of recognition from DCEDIY received for staff member and submitted.

Preventive Action

As per existing policy, all staff files are completed before employment commences. Quarterly review of staff files by management to be undertaken.

Supporting documentation submitted

Letter of recognition from DCEDIY

Summary Comment

The non-compliance outlined above under Regulation 19 has 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) There were an adequate number of adults working directly with the children evidenced by the following; There were 19 adults working with 75 children in the morning, and 15 adults working with 58 children in the afternoon. In addition, there was one staff member who provided break cover and the two designated persons in charge were available to provide support to the care rooms when required during the inspection.

(2) The correct adult/child ratio was maintained in the service throughout the inspection at all times.

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

Room 1 - PT ECCE Room: 3 adults to 13 children aged between 3 -5 years.

Room 2 - Preschool Room: 2 adults to 14 children aged between 3 -5 years.

Room 3 – Toddlers Room: 3 adults to 12 children aged between 2 -3 ½ years.

Room 4 – Baby Room: 3 adults to 7 children aged between 6 months to 14 months.

Room 5 – Tiny Tots Room: 4 adults to 12 children aged between 14 months to 2 years.

Room 7 - Preschool Room: 4 adults to 17 children aged between 3 -5 years.

The adult child ratios during the afternoon session were maintained as follows:

Room 2 - Preschool Room: 2 adults to 13 children aged between 3 -5 years.

Room 3 – Toddlers Room: 3 adults to 11 children aged between 2 -3 ½ years.

Room 4 – Baby Room: 3 adults to 6 children aged between 6 months to 14 months.

Room 5 – Tiny Tots Room: 4 adults to 12 children aged between 14 months to 2 years.

Room 7 - Preschool Room: 3 adults to 16 children aged between 3 -5 years.

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.*

(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-
(c) an authorised person.

Compliance Information

(1) A sample of twenty children's files were reviewed as part of the inspection. The registered provider ensured that the information required under (a)-(i) was maintained for each child.

(3)(c) Records were open to inspection by an authorised person. All records requested by the inspector were available for review.

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;

(k) details of any accident, injury or incident involving a pre-school child attending the service.

(3) A record referred to in paragraph (1) shall be open to inspection on the premises, and the documents and records referred to in paragraph (2)(a) shall be open to inspection whether on the premises or elsewhere, by an authorised person.

Compliance Information

(1)(h) Details of attendance were completed on the daily attendance electronic application in a timely manner.

(k) A sample of 20 accident and incident forms were reviewed, and all information was completed in full.

(3) All records and documentation requested by the inspector were available for review.

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) **Basic Needs:**

- The service provided meals and snacks at regular intervals. A menu plan was observed by the inspection team and on discussion with staff, the children receive breakfast between 8.00am and 9.00am, snack at 10.00am, a hot meal at 12.00pm, afternoon snack at 3.00pm and a second afternoon snack at 4.30pm. The inspection team observed dinner at 12.00pm, which was mashed potatoes, meatballs with gravy. Additional servings were available for the children, and staff discussed how there is an alternative food for children with special dietary requirements for example on the day of inspection the alternative menu was fish served with potatoes. Water was available and accessible should a child require a drink, at mealtimes and throughout the day.

- Mealtimes were held in a relaxed and comfortable atmosphere in the care rooms. Staff were observed to sit and chat with children during mealtimes.
- Identity and belonging were promoted in the service. For example, there was a 'Family Wall' display, a 'Birthday Wall' display, children had their own photographic individually labelled coat hooks and the children's artwork was displayed throughout the care room.
- There were cosy areas with soft seating, cushions and books for rest and relaxation present.
- Children were observed to access to both the indoor sports hall and an outdoor play area. This supports their social, cognitive, gross and fine motor development.

Supporting Relationships:

- Transitions between activities were well managed; Staff were observed to give verbal cues and use visual aids like sand timers to signal the end of playtime and prepare children for dinner time. Children engaged well in tidying up, putting items away independently, and waiting their turn to wash their hands.
- Staff discussed how the service supports children with the transition from home. When children begin in the service, staff explained how they follow a settling-in timetable that is increased daily and adapted to each child's individual needs.
- Supporting children to manage conflict to prevent conflicts arising was carefully handled by staff. A staff member was observed getting down to the children's level and gently explained to a child that she had to wait one more minute for her turn on the bicycle.
- The service used an electronic application, emails and phone calls to communicate with parents and update them on their child's activities. Staff discussed how the service promotes an open-door policy for parents and guardians. The inspection team observed staff greeting parents at collection time and verbally updating parents on their child's day.

Physical and Materials Environment:

- The care rooms in the service were designed with the age and stage of development having been taken into consideration. Children were observed to take part in free play, group work and artwork. The layout of the rooms facilitated these activities with toys and equipment on low level shelving making them visible and accessible to the children.
- There were a sufficient number of low tables and chairs to accommodate children whilst they played and ate in each care room.

- Toys and materials were observed to be in good condition, well equipped and grouped thematically throughout the care rooms which encouraged independent spontaneous play experiences. For example, there were art materials, animals, music instruments, puzzles, building blocks and dolls with props.
- The outdoor play area had a soft surface and included a large wooden house, tyres, building blocks and ride on toys such as scooters and cars providing various learning opportunities for the children.

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 kitchen area was inaccessible to the children throughout the day of inspection.
- There were no flexes or cables observed that were accessible to the children.
- The plug sockets were observed to have protective covers.
- There were finger protections on the doors in Room 4- Baby Room.
- Cleaning agents and medication were stored safely out of the reach of children.
- Toys and equipment used by the children were observed to be well maintained and in a good state of repair.

Infection Control:

- The sanitary accommodation was equipped with liquid soap, warm water, and hand drying facilities. The children were facilitated to wash their hands before eating, after using the toilet, and after nappy changing.
- Pedal bins were evident within the care rooms and sanitary area.
- Individual bed linen was used for the sleeping children and was stored in labelled sealed bags. Staff in the baby room discussed how the bed linen is washed weekly and earlier if required.
- Cots in the designated baby sleep room and Room 5-Tiny Tots room were positioned 50cm apart. The sleep mattresses in Room 3-The Toddler room were also positioned 50cm apart.
- Windows in the care rooms were open to allow for circulation of air and reduce cross infection.

Administration of Medication:

- The service had an individual care plan on display to identify the medication requirements and procedure in the event of an emergency for a child who had an identified allergy. In discussion, staff were aware of the procedure to follow as per the care plan.
- Emergency medication was located and safely stored in the care room in the original box and was clearly labelled with the child's name.

Safe Sleep:

- Shoes and outer clothing were removed from children while they slept.
- Sleep check observations documenting the child's breathing, position and colour were carried out at 10-minute intervals.

Fire Safety:

- On the day of inspection, it was observed that all emergency exit doors were clear from obstruction. In addition, there was evidence to show the service carried out regular fire drills. This ensured the safe effective evacuation of children and staff in the event of an emergency evacuation.

Non-Compliance Information

General Safety:

1. The inspection team observed furniture and storage placed below an open window without a safety restrictor, making it accessible for a child to climb up. This posed a safety risk to a child if they were to climb up and access the window. It is acknowledged that children in this room were aged between 14 months and two years. The person in charge ensured the furniture and storage were removed during inspection when the inspector brought the identified risk to their attention.

Infection Control:

2. A green mat present in the baby room had damage to the protective covering. The surface of this mat could not be effectively cleaned. This posed a risk of cross infection.
3. There were several items stored in the nappy changing room used by the Baby Room staff. These items included slippers, clothing, handbag, rucksack and holdall. This posed a risk of cross infection.

Safe Sleep:

4. The service did not ensure that sleep room temperatures were maintained at the required ambient room temperatures. The following Sleep Room temperatures were recorded while children were sleeping:

Room	Temperature	Recommended Temperature	Time
Room 3- The Toddler Room	24°C	Between 18- 22°C while children over 2 are sleeping	At 12pm
Room 4- The Baby Cot Room	22°C	Between 16- 20°C while children under 1 sleep are sleeping	At 10.38am
Room 5- Tiny Tots Room	24°C	Between 18- 22°C while children over 2 are sleeping.	At 1.30pm

It is acknowledged that once staff were notified of this risk, the temperature of the cot sleep room was adjusted accordingly, to 19.2°C with the aid of an air conditioning unit. Although staff made efforts to reduce the sleep room temperatures by opening windows and turning up the fan machines. The temperatures in Room 3 and Room 5 remained at 24°C during sleep time.

Action submitted by the Registered Provider

General Safety:

Corrective Action

1. Identified piece of furniture and materials in Room 5 were moved from underneath the window to a more appropriate area by staff and management team on the day. Dangers of having furniture & materials under the window explained to staff in the room by the management team.

Preventive Action

1. Visual checks on room layout now included in daily walk through by management prior to opening. Full staff team briefed at staff meeting on 29 August in relation to safe layout of rooms and potential risks which may need to be addressed. Risk Management policy to be redistributed to all staff by email on 30 August.

Infection Control:

Corrective and Preventive Actions

2. Green mat safely disposed of immediately following inspection. New mat purchased for Baby Room. Full staff team briefed at staff meeting on 29 August in relation to importance of maintenance checks being completed on a weekly basis and any identified issues reported to management. Infection control policy redistributed to all staff by email on 30 August.

- Staff in the room removed non-essential items from the changing area immediately following the inspection. Visual checks on nappy changing areas now included in daily walk through by management prior to opening. Full staff team briefed at staff meeting on 29 August in relation to nappy changing areas being kept clear of non-essential items. Infection control policy redistributed to all staff by email on 30 August.

Safe Sleep:

- Maintenance team notified of the issue with temperatures on the day of inspection, who conducted a corrective service of the equipment the following day. Relevant staff briefed on correct use of A/C in cot room and when to use. Cot room temperature check continues to be part of morning walk through prior to opening. Full staff team briefed at staff meeting on 29 August in relation to safe sleep policy and reminded of required temperatures during sleep times. During summer months, set up & switch on of existing coolers to be included in daily walk through by management prior to opening. Monthly servicing of room air coolers now included in maintenance teamwork schedules. Additional fans to be purchased before next summer and made available to rooms on days when weather likely to be hotter than usual.

Supporting documentation submitted

General Safety:

- Photographic evidence of Room 5 clear and a copy of Risk Management policy submitted.

Infection Control:

- Photographic evidence of new mat for Baby Room, a copy of Infection Control policy and staff meeting agenda submitted.
- Photographic evidence of Nappy Changing Room cleared out, a copy of Infection Control policy and staff meeting agenda submitted.

Safe Sleep:

- Safe Sleep policy and staff meeting agenda submitted.

Summary Comment

The non-compliances outlined above under Regulation 23 has been addressed.

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) The service provided evidence that a person trained in First Aid Responder training was available at all times to the children attending the pre-school. There was evidence that six adults had certification in First Aid Response.

(2)(a) and (b) A suitably equipped first aid box was available and was safely stored in an easily accessible and conspicuous position on the premises and was available to the adults caring for the children at all times.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

The registered provider ensured the service was insured. The insurance certificate provided for review showed cover for 150 preschool children and an expiry date of 11 May 2025.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

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

- (a) of sound and stable structure,*
- (b) safe and secure,*
- (c) kept adequately lit, heated and ventilated*
- (d) cleaned, maintained and repaired, as required,*

Compliance Information

- (a) The premises appears to be of sound and stable structure.
- (b) The entrance door to the service was secure and monitored by the designated person in charge and entry was controlled via an intercom system to prevent children from exiting unsupervised and to prevent unauthorised access to the service. The external outdoor play area was an enclosed area which was secure.
- (d) The premises was observed to be in a clean and hygienic condition.

Non-Compliance Information

- (c) The nappy changing room located in Room 4-The Baby Room was not adequately ventilated as the mechanical ventilation system was not operating. Staff reported it had not been working and there was a build up of dust and debris on the ventilation unit.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

Management informed the maintenance team about malfunctioning ventilation system immediately following the inspection, and scheduling of service requested.

Preventive Action

Service of ventilation system by external contractors arranged by maintenance team.

Supporting documentation submitted

Email from the registered provider stating work will be complete by the end of October when the childcare centre is closed for in-house staff training.

Summary Comment

This non-compliance remains outstanding until the work has been completed, but it is acknowledged that there is a plan in place to rectify the issue identified on inspection.