

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015DY344
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<b>Name of Service:</b>	St. Andrew's Childcare Centre
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<b>Address of Service:</b>	114/116 Pearse St, Dublin 2, Co. Dublin
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<b>Eircode:</b>	DO2 PR44
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<b>Name of Registered Provider:</b>	Martina McKenna
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<b>Service type:</b>	Full Day
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<b>Date of Inspection:</b>	11/07/2024
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<b>No of pre-school children:</b>	AM	20	PM	21
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Floor 7 Brunel Building, Heuston South Quarter, St John's Road West, Kilmainham, Dublin 8 D08 X01F
<b>Inspection undertaken by:</b>	E. Griffin
<b>Title:</b>	Early Years Inspector

## 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

St Andrews Childcare Centre is situated in Dublin city and on the site of a large community resource centre. The service had undergone refurbishment to ensure that there were no communal areas shared with the community centre. A Full Day Care service is provided to children aged 2 to 6 years old. A sessional service is also provided to the children for 38 weeks of the year. The service operates from Monday to Friday from 8.30am to 3.30pm. There are 5 designated care rooms in operation; Room 1, Room 2 (Preschool Room), Room 3, Room 4, and Room 5 (ECCE room) which was not in operation on the day of the inspection. There is also a kitchen, sanitary facilities, nappy changing area, reception area, recreational hall and an outdoor play area available to the children.

## Staffing

The registered provider works within the service in a supernumerary capacity. There are fourteen adults employed in the service including the registered provider, ten childcare workers, one cook, one receptionist and one adult employed through the community employment scheme and working in a supernumerary capacity. On the day of inspection, the deputy person in charge, receptionist, cook, nine childcare workers and one adult who is employed through the community employment scheme were present and working in the service.

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

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

Regulation 25-First Aid.

Regulation 26-Fire Safety Measures.

Regulation 28-Insurance.

As a result, the scope of the inspection included each care room with a focus on Room 1 and Room 2. A sampling process was used to assess compliance under: Regulation 15, Regulation 19 and Regulation 23.

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 12 July 2024 to the registered provider under Regulation 23, in relation to a non-compliance identified under Regulation 25 First Aid. A response was received on 15 July 2024 which mitigated the risk identified. See body of report for details.

### Acknowledgments

The inspector wishes to acknowledge the cooperation of 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) The deputy person in charge was present when the inspector arrived unannounced to the service.
- (c) The service had a clear management structure in the service and staff were aware of their own role and responsibility.
- (2) Conversation with management showed that there are currently fourteen adults employed to work in the service including the registered provider. The inspector reviewed twelve staff members files and Garda Vetting disclosures were reviewed for all fourteen adults employed.
- (a) Fifteen written and verified references were available from recent past employers.
- (b) Nine written and verified references were available from a reputable source other than a past employer.
- (c) Garda Vetting disclosures had been obtained for all fourteen staff adults. 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 not required as documentation reviewed did not demonstrate that any staff member had resided outside of the jurisdiction for longer than 6 months as an adult
- (4) Evidence was available to show that the registered provider and nine adults who worked directly with the children held 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.

### Non-Compliance Information

- (4) Evidence was not available to show that two adults who work 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**

Documents for two staff have been requested from DCEDIY on 15<sup>th</sup> July 2024.

#### **Preventive Action**

To ensure that all staff documents are up to date.

#### **Supporting documentation submitted**

Email evidence of application of verification of certification request.

### Summary Comment

Regulation (9)(4) remains outstanding as verification of certification was not submitted to the inspectorate for two staff members. It is acknowledged that this has been applied for.

### 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

There was an adequate number of adults working directly with the children as follows: There were seven adults working directly with 20 children in the morning and seven adults working directly with 21 children in the afternoon.

(1) The correct adult/child ratio was maintained in the service throughout the inspection as follows:

#### During the morning:

Room 1– Two adults caring for 5 children aged between 2 to 3 years.

Room2 (Preschool room)- Two adults caring for 5 children aged between 3 to 5 years.

Room 3- One adult caring for 6 children aged 2-3 years.

Room 4- Two adults caring for 4 children aged 2 to 3 ½ years.

#### During the afternoon:

Room 1– Two adults caring for 3 children aged between 2 to 3 years.

Room2 (Preschool room)- Two adults caring for 6 children aged between 3 to 5 years.

Room 3- One adult caring for 6 children aged 2-3 years.

Room 4- Two adults caring for 6 children aged 2 to 3 ½ years.

The acting person in charge was available to provide support to the care rooms when required during the inspection.

### 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 ten 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 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 a breakfast option and one hot meal which was prepared onsite by the cook. Children brought both morning and afternoon snacks from home. At dinner time different dietary requirements were catered for if required and additional food was observed to be available, for example, dinnertime was served at 11.30am, an alternative vegetarian option was available for the children and staff were observed to check with children to see if extra portions were required. Water was available in each care room for the children to drink.
- Children were given sufficient time to enjoy their snacks and dinner. This facilitated mealtimes to be a social occasion for children to engage with peers.
- There were cosy areas observed in each care room for the children to relax in as required. In addition, each cosy area had cushions and age-appropriate books for reading.
- All children were observed to enjoy outdoor play during the inspection. This supports their social, cognitive, and gross and fine motor development.

##### Supporting relationships with Children:

- Staff were able to discuss how they support children with the transition from one room to the next room by offering a settling in period where the child visited the new care room every day for short periods to ensure the child who was transitioning was familiar with the staff, children and the care before the transition from one room to next room was made. In addition, a staff member in Room 2 was observed to chat to a child about the upcoming transition to school in September.
- Identity and belonging were promoted in the service. For example, there was a 'Birthday Wall' display, 'All About Me Wall', Children's Observations' display and the children's artwork was displayed throughout the care rooms.

- The service used information records to communicate with parents and update them on their child's day this included activities, mealtimes, toileting, and sleep updates. The inspector observed staff greeting parents at collection time and updating parents verbally on their child's day in the service.
- Language used by staff was observed to be kind, considerate and supportive. For example, during nappy changing procedures children were observed to be spoken to by the staff member in a reassuring and friendly manner throughout the nappy changing procedure.

### Physical and Materials Environment:

- There were appropriate chairs and tables available in the care rooms which allowed children to comfortably engage in in mealtimes and tabletop activities.
- The furniture provided in the care rooms were low level and suitable to the needs of the children. Equipment was visible and accessible enabling the children to independently access their choice of activity. Toys and materials were observed to be grouped thematically throughout the care rooms which encouraged independent spontaneous play experiences.
- The children had access to an indoor hall, each room had an allocated time to use this space. Children were observed to use this area for ball games during the inspection. This promoted gross motor skills.
- The outdoor play area of the service was designed with the age and stage of development having been taken into consideration. Each area was sectioned off with a wooden fence and was equipped with age and stage appropriate equipment. For example, Room 4 sectioned off area included sand trays, kitchen with props, push along toys, cars and bikes providing learning opportunities for children. In addition, each area was partially covered and staff spoke about how this provided children with shelter and the children were protected from direct sunlight on hot sunny days.

### Programme of Activities:

- The staff member in Room 2 Preschool room showed the inspector the visual daily routine on the wall. This timetable had pictures of each of the activities during the day. Staff explained how this timetable helped children to become familiar with the daily routine. In addition, the staff member showed the inspector an up-to-date weekly summer programme for the month of July. This curriculum plan focused on all aspects of child development and included the emerging interests of the group.

- In Room 3 children were observed to be partners in the programme of activities, the staff member was observed asking the children to choose what activity they would like to participate in. Children were observed to do artwork, play with playdough while two children were engaged in role play in the home corner.

### 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 side entrance gate leading to the service was secure on the inspectors unannounced arrival to the service to prevent unauthorised access and exit of children. The outdoor area was secured with wooden fencing and was securely gated to prevent unauthorized access and exit of children.
- Internal doors were fitted with twist locks which prevented children leaving the care rooms unsupervised.
- Toys and equipment were maintained in good condition free from hazards.
- There were no flexes or cables observed that were accessible to the children.
- All plug sockets accessible to children had socket protector covers.
- All radiators had protective radiator covers.
- Cleaning agents and medication were stored safely out of the reach to the children.
- Staff were aware of choking hazards, including grapes. A staff member was observed to take away full grapes which a child had brought into the service from home for snack time and chopping them up before returning them to the child.

##### Infection Control:

- Each care room, sanitary area and the nappy changing facility was equipped with sinks at the children's level 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.
- There was a pedal operated bin in the sanitary and nappy changing area.
- The premises was observed to be in a clean and hygienic condition.
- All perishable goods were stored in a refrigerator.
- Individual bed linen was used for the sleeping children.
- In the care room where children slept the beds were positioned 50cm apart.

- Windows in the care rooms were open to allow for circulation and reduce cross infection.

### Safe Sleep:

- Shoes and heavy clothing were removed from children while they slept.
- The care room temperature was maintained at the required levels between 18-22°C while 11 children slept at 12.31pm. The temperature was recorded at this time was 21.8°C
- Physical sleep checks were observed to be carried out at 10 minutes intervals and staff documented each child's breathing, position and colour.

### Fire Safety:

- On the day of the inspection, it was observed that all emergency exit doors were clear from obstruction. This ensured the safe effective evacuation of children and staff in the event of an emergency evacuation.

### Non-Compliance Information

#### General Safety:

1. Garda vetting was available for fourteen adults. However, one of these vetting disclosures 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'.

### Action submitted by the Registered Provider

#### General Safety:

##### Corrective Action

Garda Vetting is now in process for this staff member.

##### Preventive Action

Make sure vetting is provided in future.

### Supporting documentation submitted

#### General Safety:

No supporting documentation submitted.

### Summary Comment

Regulatory compliance remains outstanding for Regulation 23 as an updated Garda vetting disclosure was not submitted to the inspectorate for 1 staff member. This will be reviewed on the next inspection.

## 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

(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.

#### Non-Compliance Information

(1) The registered provider did not ensure that a staff member trained in First Aid Response (FAR) was available to the children in the service. On the day of inspection there was no evidence to show that any staff member had up to date first aid training. An immediate action notice was issued to the registered provider and an adequate response which addressed this non compliance was received on 15 July 2024.

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

##### Corrective Action

First Aid is booked for August 2024.

##### Preventive Action

Three staff will undertake First Aid training every year so that this does not occur again.

##### Supporting documentation submitted

Email evidence of FAR training booking for three staff members.

#### Summary Comment

The registered provider through the corrective and preventive actions taken has addressed the non-compliances identified under Regulation 25.

### 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.
- (2) The record referred to in paragraph (1) shall be open to inspection by-
- (c) an authorised person.
- (4) A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the premises.

#### Compliance Information

- (1)(a) Documentation was available to demonstrate that fire drills were practiced monthly. The last fire drill took place on 3 July 2024.
- (1)(b) The number, type and maintenance record of the firefighting equipment was up to date. Fire extinguishers were last serviced in October 2023. Smoke alarms were serviced in May 2024.
- (2)(c) Records referred to in paragraph (1) were open to inspection by an authorised person. All records requested by the inspector were provided.
- (4) A notice of the procedures to be followed in the event of fire were displayed in prominent positions at the premises.

### 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 documentation provided for review showed cover for 46 children that the service is registered for and can accommodate at one time and an expiry date of 24 December 2024.