

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DY385			
Name of Service:	Family Resource Centre Ltd			
Address of Service:	72 Tyrone Place, Inchicore, Dublin 8.			
Eircode:	D08 X31C			
Name of Registered Provider:	Greg Kelly			
Service type:	Full Day, Part Time, Sessional			
Date of Inspection:	08/04/2024			
No of pre-school children:	AM	19	PM	19
Address of the Early Years Inspectorate:	Early Years Inspectorate, Tusla Child and Family Agency, Loughlinstown Health Centre, Loughlinstown, County Dublin.			
Inspection undertaken by:	Olivia Quill			
Title:	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

Family Resource Centre Creche is a community-based service located in a purposely adapted premises within an apartment complex in Dublin South City. The service is registered to provide full day care, part-time and sessional education and care for children ranging in age from one to six years and operates Monday to Friday from 9.00am to 2.15pm. There are three care rooms, a sensory room, sanitary accommodation, a kitchen, a dining room, an office and a separate sleep room provided. An enclosed outdoor play area is located to the rear of the premises.

Staffing

In total five adults including the designated person are employed in the service. On inspection four additional adults who were on a community work placement scheme were present. The registered provider does not work directly with the children but arrived during 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 area of governance/ health, welfare and development of child/ safety. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9(2), (4), 11 (1) & (2), 15(1)(a) -(i), 16 (1)(i), 19 (1)(b), 23, and 26 (1)(a) and (b); however, on inspection additional non-compliance was identified under Regulation 8 (1). These findings are outlined within the relevant regulations within this report.

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

Immediate Action Notice - Part VI – Safety

An immediate Action was issued on 08 April 2024 to the registered provider for non-compliance with regulation 9(2)(c). A mandatory Garda vetting disclosure was not available for an adult who was on the premises on the day of inspection and working directly with the children contrary to the National Vetting Bureau (Children and Vulnerable Persons) Act 2012.

The registered provider submitted a response on 09 April 2024 confirming the adult would not work in the service until the Garda vetting disclosure is obtained.

Acknowledgments

The inspector wishes to acknowledge the cooperation of the registered provider, person in charge, staff and children who were present on the day of the inspection.

Part II - Registration and Register

Regulation 8 - Notification of change in circumstances

(1) A registered provider of a pre-school service other than a temporary pre-school service shall, subject to paragraph (3), notify the Agency in writing of any proposed change in the details in relation to the pre-school

service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2) at least 60 days before it is proposed that the change would take effect.

Non-Compliance Information

(1) The registered provider did not notify the Agency of a change that was made to the registered provider of the service on 10 December 2023.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

Change of circumstance form submitted to the registration office.

Supporting documentation submitted

Written evidence

Summary Comment

The corrective and preventive actions as stated by the registered provider have addressed the non-compliance. The Regulatory requirement has been met.

Part III – Management and Staff

Regulation 9 – Management and recruitment

(2) A registered provider shall ensure that each employee, unpaid worker and contractor is suitable and competent taking into consideration the nature of the needs of children, including by-

- (a) consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,*
- (b) consideration of references from reputable sources in the case of a person who has no past employers,*
- (c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and*
- (d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.*

(4) A registered provider shall ensure that, without prejudice to the generality of paragraph (2) and subject to paragraphs (5) and (6), each employee working directly with children attending the service holds at least a major award in Early Childhood Care and Education at Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

Compliance Information

(2) The inspection focused on ten recruitment records. This included five adults employed in the service, the registered provider and four additional adults present on a community employment scheme.

(a) & (b) Four adults had validated past employer references available. A second reference from a reputable source had been sourced for members of staff who had only one previous employer.

(c) Garda vetting disclosures had been obtained for nine adults from the National Vetting Bureau of An Garda Síochána. However, the service did not adhere to the re-vetting timeframes for all adults 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) International police vetting was available for two staff members who had lived outside the state as adults for more than six consecutive months.

(4) A record was available evidencing that five adults who were employed to work directly with the children held the required qualification.

Non-Compliance Information

A number of issues were identified with how the service manages safer recruitment processes as detailed below:

(2)(a), (b) Four adults had no written validated references. A second reference available for two adults was not validated.

(c) A mandatory Garda vetting disclosure was not available for one adult who was on the premises on the day of inspection and working directly with the children contrary to the National Vetting Bureau (Children and

Vulnerable Persons) Act 2012. An Immediate Action Notice was issued on 08 April 2024. The register provider submitted a response on 09 April 2024 that was deemed satisfactory.

(d) International police vetting was not available for one adult who had lived outside the state as adults for more than six consecutive months as an adult. It is acknowledged police vetting was available for another adult however, it was not translated and therefore could not be interpreted.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(2)(a), (b) All written references have been validated.

(c) The mandatory Garda vetting disclosure was obtained and is on file.

(d) Police vetting for one adult has been applied for and will be forwarded to Tusla on receipt. Police vetting for another adult has been translated. No worker will start without this process been complete in the future.

Preventive Action – The Garda Vetting process has been reviewed, and future Garda vetting will be completed by Vetting officer and double checked by Manager of the FRC before staff starts work.

Supporting documentation submitted

Written evidence

Summary Comment

The corrective and preventive actions stated by the registered provider have addressed the non-compliance Supporting evidence was submitted in keeping with the actions submitted under Regulation 9 (2)(a), (b), (c) and (d).

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.

(8) Without prejudice to paragraphs (2) to (7)-

(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,

Compliance Information

(1) An adequate number of adults were working directly with the children at all times during the inspection.

(2) The minimum ratio of adults to children for full day care services was adhered to at all times during the inspection. There were nineteen children attending the service being supervised by five adults on the day of inspection.

(8)(a) There were two adults on the premises at all times.

Part IV – Information and Records

Regulation 15 – Record of pre-school child

(1) A registered provider of a pre-school service other than a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that a record in writing is kept in respect of each pre-school child attending the service containing the following particulars:

(a) the name and date of birth of the child;

(b) the date on which the child first attended the service;

(c) the date on which the child ceased to attend the service;

(d) the name and address of a parent or guardian of the child and a telephone number where that parent or guardian or a relative or friend of the child can be contacted during the hours of operation of the service;

(e) authorisation for the collection of the child;

(f) details of any illness, disability, allergy or special need of the child, together with all the information relevant to the provision of special care or attention;

(g) the name and telephone number of the child's registered medical practitioner;

(h) record of immunisations, if any, received by the child;

(i) written parental consent for appropriate medical treatment of the child in the event of an emergency.

Compliance Information

- (1) A sample of records were reviewed for ten children who were attending the service. The records reviewed contained the following information:
- (a) The name and date of birth of each child.
 - (b) The date on which each child first attended the service.
 - (c) There was an area on the registration form where the date when a child would cease to attend the service will be recorded.
 - (d) The names, addresses and telephone number of parents were recorded and information where parents can be contacted during the hours of operation of the service were also available.
 - (e) There was authorisation for the collection of the child.
 - (f) The record available supported the recording of any illness, disability, allergy or special need of the child.
 - (g) The name and telephone number of each child's medical practitioner was recorded.
 - (i) There was written consent for appropriate medical treatment of a child in the event of an emergency.

Non-Compliance Information

- (h) There was no evidence to demonstrate parents provided a record of the immunisations their child had received.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

Record of immunisations – This has been requested from each parent – awaiting on them to return record from their GP – A reminder has gone out. No child will be registered for the next school year without a copy of their record.

Supporting documentation submitted

Written evidence

Summary Comment

The Corrective and Preventive actions as stated by the registered provider have addressed the non-compliance.

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:

(i) details of staff rosters on a daily basis;

Compliance Information

(1) (i) A staff roster was available.

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

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

Compliance Information

(1)(a), (b)

The designated person in charge reported that all snacks and a hot meal are provided. The service uses an external catering company to provide prepared main meals, which are heated and served daily by the cook. Children were offered macaroni with cheese and Irish stew. Children from room 2 and 3 sat together in the main dining area at lunchtime. Younger children were seated in highchairs for their meal and bibs were provided as required. Children were encouraged and supported to feed themselves. Drinking water was freely available at all times.

Children were encouraged and observed to use the toilet independently. Younger children's nappies were changed regularly or as needed. Staff interacted warmly with the children in their care throughout the inspection

and were observed supporting children in their play. Children's choices were respected with children being given the opportunity to choose their own activities during free play.

Low level tables and chairs were available in the care rooms. Care rooms were arranged into defined areas of interest allowing children the opportunity to play and explore. Designated areas of interest included musical instruments, dress up areas, construction toys, art materials, chalkboards, rest areas with books and home corners. The materials were observed to be easily accessible to the children on low level shelving.

The outdoor area located to the rear of the premises was directly accessible from all three care rooms. The area was secure with a high wall and fence. A variety of play equipment was available including bikes, scooters, push along toys, a slide, playhouse, water play and a rocking horse. Suitable seating was available for the children and adults to rest as required. Children from room 1 and 2 spent time in the outdoor area. They were suitably dressed for the weather. All-in-one outdoor clothing was provided by the service.

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 entry to the service was safely secured to prevent unauthorised access and to prevent children leaving unsupervised.
- Cleaning agents were stored safely and inaccessible to children.
- The toys and play equipment observed in use by the children on the day of inspection appeared in good working order.
- The kitchen was inaccessible.

Infection Control:

- Liquid soap, warm water and paper towels were available to facilitate hand washing. Staff were observed to carry out hand washing as appropriate. Children were supported to wash their hands at regular intervals including following outdoor play and using the toilet and before meals.
- Waste was managed appropriately with the use of pedal bins.

Administration of Medication:

- A care plan was available for a child with a specific medical condition and staff were familiar with it when questioned. Emergency medication was clearly labelled and stored safely.

Safe Sleep:

- A separate cot was available for children who required sleep. On inspection staff reported none of the children currently go down for a sleep. Children did not display any signs of tiredness.

Fire Safety:

- Fire exits were unobstructed.

Non-Compliance Information

General Safety:

1. Garda vetting was available for one adult however; this vetting disclosure 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 service conducted an outing on the 22 March 2024. A risk assessment form was not completed by staff. This was contrary to the outings policy and posed a potential safety risk.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. New Garda vetting applications has been completed. All staff to undergo Garda vetting every 3 years.
2. Risk Assessment form provided and forwarded to Tusla. A template to be on site of the crèche and completed before any outings are agreed.

Supporting documentation submitted

General Safety:

Written evidence.

Summary Comment

The Corrective and Preventive actions as stated by the registered provider have addressed the non-compliance.

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.
- (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) written record was available detailing monthly fire drills that had taken place in the service. The last fire drill had been recorded as undertaken on the 27 March 2024.
- (4) A notice of the procedure to be followed in the event of a fire was displayed in each care room.

Non-Compliance Information

- (1)
- (b) The number, type and maintenance record for the firefighting equipment and smoke alarms was not available.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1)(b) Firefighting maintenance records submitted. File to be kept in office and updated by Manager.

Supporting documentation submitted

Written records.

Summary Comment

Supporting evidence was submitted in keeping with the actions submitted under Regulation 26 (1) (b). The Regulatory requirement has been met.

Early Years Inspectorate Regulatory Report Pre School