

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015FL018		
<b>Name of Service:</b>	Balbriggan Community Childcare		
<b>Address of Service:</b>	Tankardville House, Brecan Close, Balbriggan, Co. Dublin		
<b>Eircode:</b>	K32 WY80		
<b>Name of Registered Provider:</b>	Jean Fay Brady		
<b>Service type:</b>	Full Day, Part Time, Sessional		
<b>Date of Inspection:</b>	20/09/2023		
<b>No of pre-school children:</b>	AM	29	PM 18
<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, 181-189 Lakeshore Drive, Airside Business Park, Swords, Co. Dublin K67 Y5C6.		
<b>Inspection undertaken by:</b>	S. Taaffe		
<b>Title:</b>	Early Years Inspector		
<b>Authority to Inspect</b>			
The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(J) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).			
<b>Conditions if applicable</b>	Not Applicable		

### Description of service

Balbriggan Community Childcare is a not-for-profit early years service which caters for pre-school children aged 1 to 6 years on a full day care, part-time and sessional basis. Childcare services are also provided to school aged children up to 12 years of age. The service has been in operation since 2009 and is conducted from a single storey restored thatched cottage which was constructed in the 17<sup>th</sup> Century. The service operates from 7.30am to 6.00pm each weekday for 51 weeks each year. The service caters for a maximum of 54 pre-school children, facilitating eligible children to avail of the Early Childhood Care and Education (ECCE) scheme from 9.00am to 12.00midday daily. There are 5 care rooms in operation, namely the Farm Room, the Flower Room, the Under the Sea Room, the Jungle Room and the Sunshine Room. An enclosed outdoor play area is located to the rear of the premises.

### Staffing

The registered provider is the chairperson of the Board of Management of a local community group and does not work directly with the children in the service although is present on a regular basis carrying out administrative duties. A service manager and 8 core staff members are employed to work directly with the children in the service, with 2 of these 8 core staff members currently on long term statutory leave. In addition, 1 further core staff member is employed as a cook.

Two additional adults who are participating in a community work placement scheme are employed as caretakers. Two students, both of whom hold a Level 5 major childcare award, were present in the service on the day of inspection as part of a work experience placements, whilst undergoing a Level 6 and a Level 8 college course in Early Childhood Care and Education.

A volunteer who was not present on the day of inspection is facilitated to be present in a care room in the service in a supernumerary capacity on a part-time basis, observing care practices and staff responsibilities in advance of possibly commencing a childcare training course.

### 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.

A sampling process was used to assess compliance under Regulation 16 - Record in relation to a preschool service.

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 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 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

(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 manager was the designated person in charge of the service and there was a named person available to deputise as required.

(b) The person named to deputise in the absence of the service manager was present and in charge of the service when the inspector arrived unannounced at 9.10am on the morning of the inspection. The service manager returned to the service shortly thereafter, following a school run, and remained on the premises for the duration of the inspection.

All staff files were reviewed which consisted of files maintained for the registered provider, the service manager, 9 core staff members, 2 caretakers, 2 students and a volunteer.

(2)(a)(b) Of the 16 adults in the service the following references were available:

- Thirteen adults had 2 written and appropriately validated references.
- One adult had 1 written and appropriately validated reference.

(a) Of the 27 written references available 22 were from previous employers.

(b) Of the 27 written references available 5 were from sources other than a previous employer.

(c) Garda vetting disclosures was available for the registered provider, the service manager, the 9 core staff members, 2 caretakers, 2 students and a volunteer.

(d) International police vetting was available for 3 adults who had resided in 1 country outside of the Irish jurisdiction for more than 6 consecutive months as adults and for 1 adult who had resided in 3 countries outside of the Irish jurisdiction for more than 6 consecutive months as an adult.

(4) Documentary evidence was available to confirm that the service manager, the 8 core staff members employed to work directly with pre-school children in the service and the 2 students held an appropriate childcare qualification at Level 5 - 6 on the National Framework of Qualifications (NFQ).

### Non-Compliance Information

(2)(a)(b) The following was not in place in relation to staff references.

- There were no written and validated references available for inspection in relation to 2 adults in the service (a student and the volunteer).
- A second written and validated reference was not available in respect of 1 adult (a student).

(d) International police vetting was not available for 1 staff member who had resided outside of the Irish jurisdiction for longer than 6 months as an adult.

Additionally, an international police vetting certificate provided for inspection in respect for 1 staff member was written in a language which had not been translated into English or Irish.

## Corrective & Preventive Action submitted by the Registered Provider

The registered provider stated the following corrective actions and preventive actions have been undertaken:

### **Corrective Action**

- (2) (a) References are all on file and validated.
- (b) The relevant international police vetting has been translated into English.
- (d) Other staff member is in the process of obtaining her international vetting.

### **Preventive Action**

- (2)(a) Ensure there are two written references on file that are validated for all staff, students, and volunteers.
- (b) Ensure all police international vetting is translated into English or Irish in the future.
- (d) If the requirement for international police vetting comes to the attention of the registered provider or manager, the service will do the utmost to ensure it is in place.

### **Supporting documentation submitted**

- Copies of the outstanding written, validated references.
- A copy of international police vetting translated into English.
- Confirmation that a staff member has applied for the required international police vetting.

## Summary Comment

The inspector reviewed the corrective actions and supporting documentation submitted by the registered provider after the inspection.

The registered provider demonstrated that the non-compliances identified under Regulation 9(2)(a)(b) have been adequately addressed.

The non-compliance identified under Regulation 9(2)(d) remains outstanding as, of 09/11/2023, this document has not been received by the Inspectorate.

### 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

(2) The adult to child ratios were correct in the service when the inspector arrived unannounced at 9.10am and remained so throughout the inspection.

The following adult to child ratios were observed during the inspection:

- In the Farm Room there were 4 children aged 1 year 1 month to 1 year 10 months being cared for by 1 staff member.
- In the Flower Room there were 5 children aged 2 years to 2 years 6 months being cared for by 1 staff member.
- In the Under the Sea Room there were 7 children (of whom 4 children were aged 2 years 8 months to 2 years 11 months and the remaining 3 children were aged 3 years 3 months to 4 years 2 months) being cared for by 1 staff member. A student who held a major award in childcare at Level 5 on the NFQ was also present in this room on a work experience placement on the day of inspection. Three of the 7 children accommodated in this care room were attending on a sessional basis.
- In the Jungle Room there were 6 children aged 3 years 7 months to 4 years 4 months being cared for by 2 staff members, one of whom was employed for 3 hours each day to reduce the adult to child ratio, and to work directly with a child with additional needs when necessary, in a post funded by the Minister as part of the Access and Inclusion Model (AIM) scheme. Four of the 7 children in this care room were attending on a sessional basis.

- In the Sunshine Room there were 7 children aged 3 years 5 months to 4 years 4 months being cared for by 1 staff member. A student who held a major award in childcare at Level 5 on the NFQ was also present in this room on a work experience placement from 9.00am to 12.00midday on the day of inspection. All the children accommodated in this care room were attending on a part-time or full day care basis.

The service manager was available to provide relief for staff breaks and support to the care rooms during nappy changing when required.

(8)(a) The registered provider ensured that 2 adults were present on the premises at all times, verified by staff rosters and staff attendance records maintained at the service.

### Non-Compliance Information

(1) Although there were an adequate number of adults working with the children in the service in order to meet the requirement of Regulation 11 on the day of the inspection, a staff member in the Sunshine Room informed the inspector that, at times, she was unable to respond and meet the care needs of all 7 children present in this care room in a timely manner as two of the children required significant levels of additional support and supervision. On the day of inspection this was particularly evident when the student who was assigned to this room and who held a major award in childcare left the service at 12.00midday as scheduled. This resulted in the remaining staff member subsequently being mainly engaged in supporting and supervising two children closely to pre-empt the onset of any emotional dysregulation that may occur in order to promptly offer distraction and redirection and avoid distress on these children's behalf or for any other child in the room. Consequently, this negatively impacted on the staff member's ability to care for the other 5 children in the care room.

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

The registered provider stated the following corrective actions and preventive actions have been undertaken:

#### Corrective Action

(1) Registered provider has received confirmation that AIM specialist is due to visit the service on 19<sup>th</sup> October to assess the children in the care rooms. AIM support applications have been submitted since start of September this year. Manager has hired additional staff since the inspection.

## **Preventive Action**

(1) Ensure there is always enough staff to cover ratios.

## **Summary Comment**

The registered provider demonstrated that the non-compliance identified under Regulation 11(1) has been adequately addressed. This will be reviewed on the next inspection.

## **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)(g) A record in writing was maintained of policies and procedures required in accordance with Regulation 10. These were provided both in hard copy and in electronic format on the premises. Relevant policies were contained within the service's parent handbook.

(h) Details of children's daily attendance including arrival and departure times were recorded on a tablet device in each care room.

(i) An up-to-date weekly staff roster was available and staff sign in records were maintained on a daily basis. The records included each staff members' arrival, departure and break times.

(k) The service had a record in writing of accidents, injuries and incidents involving pre-school children. Twelve of these records were sampled and all were found to be clear and legible, and included parental signatures to document that they had been informed and were aware of the relevant incidents on the day of occurrence.

## Non-Compliance Information

(1)(j) Not all medication administration forms maintained in the service were complete as some forms did not include written parental consent authorising staff members to administer specific medication to their children in the service. Examples of this practice included forms maintained in relation to medication administered to one child in the service on 04/07/2022, and to another child on 4 occasions from 30/08/2022 to 02/09/2022. In addition, some forms were not signed by the child's parent or guardian on collection, to document that they had been informed and were aware of what medication was given to their child and at what time during the day. An example of this practice included a form maintained in relation to medication administered to a child in the service on 02/09/2022.

## Corrective & Preventive Action submitted by the Registered Provider

The registered provider stated the following corrective actions and preventive actions have been undertaken:

### Corrective Action

(1)(j)

1. Ensure that the required records are signed by the parents.
2. Ask parents to sign the medicine records.
3. Medicine policy and procedure has been reviewed.

### Preventive Action

(1)(j)

1. Ensure all future medicine books are signed by parents and consent is given prior to administration of any medicine.
2. Parents have signed the book from previous medicine reports.
3. Medicine policy reviewed and updated with information about the importance of getting all paperwork signed. This has been given to parents and staff.

## Supporting documentation submitted

- Copy of the service's revised medication management policy.

## Summary Comment

The inspector reviewed the corrective actions and supporting documentation submitted by the registered provider after the inspection. The registered provider demonstrated that the non-compliances identified under Regulation 16(1)(j) have been adequately 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, and*

## Compliance Information

(1)(a) The following observations were made on how each child's learning, development and well-being was facilitated within the daily life in the service:

### Basic needs:

- During snack times and mealtimes the staff members interacted warmly with the children which created a relaxed atmosphere. Children who were able were encouraged to feed themselves and assistance was provided by staff members as required, with time allowed for the children to eat without rushing. In the Farm Room and the Flower Room the children wore bibs to protect their clothes when eating and freshly laundered individual cotton face cloths were used to clean each child's hands and face following snacks and meals.
- The children had their nappies changed regularly and in a timely manner when required, with the staff members heard chatting to and engaging positively the children during these procedures. Children who were toilet trained were facilitated to use the toilet independently with discreet supervision provided by the staff members, and assistance when required.

- Staff members stated that children would be facilitated to sleep when their needs dictated, in cots set up in the Farm Room when required, but that the children currently attending generally sleep after dinner on a daily basis. On the day of inspection the children did not show signs of tiredness until after dinner when they were promptly placed in the cots.
- The children were facilitated to play outside on the afternoon of the inspection once the rainy weather conditions cleared.

### Supporting relationships around children:

- The staff members in each care room were respectful in their interactions with the children in their care. The staff members in the Farm Room and the Flower Room communicated positively with the younger children attending the service who were accommodated in these care rooms, using soft and gentle and friendly tones, offering reassurance by chatting to and sitting near them as they explored. The staff members in all five care rooms were observed to be kind, calm and patient in their interactions with the children.
- The staff members used gentle touch and tones of voice, to good effect, in their efforts to soothe and support children when they became upset or needed comforting.
- Staff used an electronic application (an 'App') to provide information to parents on their child's care and daily routine in the service on a daily basis. Information shared included details of each child's personal care routines such as what they ate, when they slept, nappy changes and play activities.

### Physical and material environment:

- Defined interest areas were available in the Jungle Room, the Sunshine Room and the Under the Sea Room which facilitated child-initiated play through the provision of suitably resourced home corner areas, construction areas, art stations and library areas.
- Floor matting and soft cushions were provided in each care room for children to rest and opt out of activities as required.
- An adult's chair was provided in the Farm Room to allow staff members to sit with and comfort the children whilst being held throughout the day.
- Wooden and metal fencing was used to subdivide the fully enclosed outdoor play area to the rear of the premises into four separate spaces which contained outdoor play equipment suitable for the age and stage of development of the children allocated to use the particular sections.

Surfacing included artificial grass, natural grass and hard-surfaced paths. The play equipment provided opportunities for children to engage in active physical play and outdoor related activities including ride on vehicles, slides, wall-mounted blackboards, a pipe tunnel, balls, picnic benches and plastic playhouses.

### Non-Compliance Information

#### Basic needs:

1. A number of children in the Jungle Room, the Sunshine Room and the Under the Sea Room needed additional support from the staff members to facilitate their meaningful participation in the service. However, there were no documented individualised plans in place for these children taking account of their abilities, needs, preferences or interests, in order to plan for and consistently support each child's engagement.
2. Foldable cots were set up in the Farm Room to accommodate sleeping children after dinner. However, one child in the care room slept only for brief periods between 12.00midday and 2.00pm during the inspection and was heard crying loudly for protracted periods of time on a number of occasions during this 2-hour period when other children in the room were sleeping, despite the staff member's efforts to soothe and comfort the child in a caring and gentle manner. This child was new to the service and struggled to settle to sleep, having commenced attending within the preceding 2 weeks. However, the child was not provided with an alternative environment to facilitate relaxation, play or activity when not sleeping, in order to support their well-being. Additionally, some children may have struggled to settle to sleep or to remain asleep due to being distracted by the crying child.

#### Physical and material environment:

3. Shelving units in both the Jungle Room and the Sunshine Room were faced inwards to the wall during the inspection when children were present in these care rooms. These units contained play equipment to support the development of the children's fine motor skills and included jigsaws, wooden and plastic bricks, interlocking plastic toys, shape sorters and threading equipment but these play materials were inaccessible to the children in both rooms. The inspector was informed that these play materials were made inaccessible to the children as they posed a risk of choking. However, most of the contents of the inaccessible shelving units were suitable for the age and stage of development for the children attending each of the two rooms.

4. Interest areas were poorly defined in the Farm Room and the Flower Room. The predominantly plastic toys and play materials provided were placed randomly on shelves which reduced the opportunity for children to become involved in meaningful, sustained play. The kitchens in both these rooms were inadequately resourced with supportive play materials to invite the children to engage in home role play.
5. There was a lack of natural, sensory and open-ended materials in the five care rooms to facilitate sensory play experiences or encourage the children's creativity and imagination. Sensorial materials such as sand, water, compost, dried rice or dried pasta were not provided indoors. There was sand available in one of three lidded sand tables provided in the outdoor play area, but this was not made accessible to the children on the day of inspection.

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

The registered provider stated the following corrective actions and preventive actions have been undertaken:

#### Corrective Action

##### **Basic needs:**

1. Registered provider has been in contact with AIM support specialist for these children. All care plans have since been drawn up for the children.
2. Unfortunately, registered provider does not have an alternative environment for children who may not sleep. Since the inspection the child who was settling and upset on the day has settled into the classroom and sleeps for the whole sleep time without being disturbed. All sleep needs of the children are being met.

##### **Physical and material environment:**

3. Shelving units in all rooms have been turned around for the children to access throughout the day. Any choking hazards have been removed from the shelf.
4. Areas are more defined in the Farm Room and Flower Room. The kitchens in both rooms have been stocked with play materials to invite children to engage in home role play.
5. There are now more natural, sensory, and open-ended materials in all of the five care rooms. There is also sand in all three sandpits in the garden.

## **Preventive Action**

### **Basic needs:**

1. Ensure all care plans are done for children if required, even if AIM have not been out to assess the child.
2. Consideration being given to developing a sensory room.

### **Physical and material environment:**

3. Ensure all children's sleep needs are being met, look into possibility of having an area for children who don't sleep or sleep for long periods of time.
4. Always ensure shelving units with all materials are turned around for children to access at all times. Remove all materials that staff feel are a risk to children.
5. Ensuring that the interest areas in all classrooms are defined and the kitchens are adequately stocked. Always have natural, sensory, and open-ended materials in classrooms and the gardens for the children.

## **Supporting documentation submitted**

- A number of photographs showing a broad range of additional play materials in the service including real, natural, wooden and sensory materials such as playdough, dried rice and pasta, cones, conkers, acorns, shells, pebbles and sand and well-resourced home corners.
- A receipt for new toys and play materials for the service.

## **Summary Comment**

The inspector reviewed the corrective actions and supporting documentation submitted by the registered provider after the inspection. The registered provider demonstrated that the non-compliances identified under Regulation 19(1)(a) have been adequately addressed.

### Part V - Care of Child in Pre-school Service

#### Regulation 22 – Food and drink

*A registered provider shall ensure that adequate and suitable, nutritious and varied food and drink is available for each pre-school child attending the pre-school service.*

#### Compliance Information

A selection of cereals was available for the children to have for breakfast in the service up until 9.00am daily, if required. Children attending the Jungle Room and the Under the Sea Room brought their own morning snacks from home. A 4-week menu was on display on the premises. Dinners were cooked on site in the service on a daily basis. Lasagne was served for dinner on the day of inspection, and fish fingers and potato waffles were served for tea. The menu showed that shepherd's pie, chicken and pea risotto, fish and leek pie, and pasta with meat balls in tomato sauce were amongst the dinners provided in the service. Sausage rolls, sandwiches, hot dogs, French toast, and pizza and garlic bread were included on the menu for tea. Drinking water was available and accessible to the children in the individual care rooms.

#### Non-Compliance Information

1. Rice pudding was served to the children in the Farm Room and the Flower Room for morning snack on the day of the inspection. However, 3 of the 4 children in the Farm Room and a number of children in the Flower Room refused the rice. Staff members in both rooms reported that an alternative snack or meal was not provided to children when they opted not to eat the food served. The service cook stated that although fruit and yogurts are available in the kitchen *"we do not tend to offer an alternative except if there is an allergy."*

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

The registered provider stated the following corrective actions and preventive actions have been undertaken:

#### Corrective Action

1. As per HSE guidelines staff had to try a dish a few times with the children; as this was the last time they were having rice pudding staff have since updated the menu. An alternative option may be offered if children don't eat.

#### Preventive Action

1. Service's menu has been reviewed and amended with rice pudding taken off. The menu will be reviewed regularly. Fruit may be offered as an alternative for children who don't eat.

## Supporting documentation submitted

- A copy of a 4 week menu showing healthy snacks, dinners and teas.

## Summary Comment

The inspector reviewed the corrective actions and supporting documentation submitted by the registered provider after the inspection. Assurances given by the registered provider have been accepted and this will be reviewed at the next inspection.

## 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 gates and the entrance doors leading into the premises and the outdoor play area were appropriately secured to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access to the premises.
- Cleaning agents were stored safely out of the reach of children.
- The kitchen was inaccessible to the children during the inspection.
- The service's designated emergency exits were unobstructed.
- The outdoor sand tables were covered with fitted lids to prevent contamination by animals and birds.

### Infection Control:

- The children were facilitated to wash their hands after using the toilet, after nappy changing and following messy play and outdoor play and, apart from the non-compliance detailed below, before eating.
- Soothers were stored in personalised containers when not in use.
- Up to date documented cleaning schedules were on display in the service.
- Children's snacks, when supplied from home, were refrigerated on arrival to the service which reduced the risk of bacteria growth in perishable food items.

### Administration of Medication:

- Medications were stored out of the reach of children. No children were observed having medication administered on the day of inspection.

### Safe Sleep:

- Ten-minute sleep checks including the children's colour, position and breathing were conducted on all sleeping children in the service and recorded electronically on the service 'App'.
- Adequate space of at least 50cm was left between the individual cots set up in the Farm Room and the sleep mats set up in the Flower Room after dinner.

### Non-Compliance Information

#### General Safety:

1. A tall doll's house in the Sunshine Room was unsecured and unstable which posed a potential safety hazard if pulled down by or onto a child and causing injury.

#### Infection Control:

2. Thermostatically controlled warm water was not available for hand washing at the wash hand basins in the sanitary accommodation adjoining the Sunshine Room or in the nappy changing room. The water in both the hot taps and the cold taps felt cold to touch. Cold water does not support pre-school children to effectively wash their hands.
3. The children in the Farm Room were not facilitated to wash their hands before eating their morning snack.
4. Some staff members were vague in relation to the correct dilution and appropriate use of the sterilising fluid provided for the management of mouthed toys and soothers in the service.

### Action submitted by the Registered Provider

The registered provider stated the following corrective actions and preventive actions have been undertaken:

#### Corrective Action

#### General Safety:

1. The doll's house has been moved and mounted to wall so it can't fall down or be pulled down.

#### Infection Control:

2. The heating system wasn't working correctly. The heating was fixed on 26/10/2023 and there is hot water at all times throughout the day.
3. New hand washing policy and procedures were put in place for when to wash hands and the proper procedure of how to wash hands has been enforced.
4. Management discussed the sterilisation process with staff and updated policy on sterilising toys. Step by step guide on how to sterilise toys is displayed.

### **Preventive Action**

#### **General Safety:**

1. Ensuring all equipment is safe and secured for children to use properly.

#### **Infection Control:**

2. Ensuring heating and boiler is checked regularly to make sure there is adequate hot water available throughout the day.
3. Hand washing procedure has been communicated with staff and parents and is displayed in the service. Procedure to be reviewed regularly.
4. Continue to conduct regular observations of toy sterilisation and monitor the correct procedure is followed. Step by step guide for sterilising toys is displayed in each classroom.

### **Supporting documentation submitted**

- Copy of a plumber's receipt confirming the service's oil-fired heating system was repaired on 26/10/2023.
- A water probe reading 42.5°C under running tap water.
- Copies of the service's hand washing procedure and mouthed toy procedure.

### **Summary Comment**

The inspector reviewed the corrective actions and supporting documentation submitted by the registered provider after the inspection. The registered provider demonstrated that the non-compliances identified under Regulation 23 have been adequately 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) A sufficient number of staff members held in-date First Aid Response (FAR) training to ensure that a person with FAR training was at all times immediately available to the children attending the service. This was evidenced in staff members' training records and the service's staff roster.
- (2)(a)(b) The first aid boxes were suitably equipped and safely stored in readily accessible and conspicuous positions on the premises and were available to the children at all times.

### 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) A record was maintained of fire drills which had been completed in the service. Based on the records maintained and as reported by staff members, fire drills were carried out monthly. The last recorded fire drill took place on 24/08/2023.
- (b) A record was kept of the number, type and maintenance of the fire fighting equipment and smoke alarms in the premises. Fire extinguishers were certified as having been serviced on 27/08/2023 and the smoke detection system on 31/03/2023.
- (4) A notice of the procedures to be followed in the event of a fire was conspicuously displayed in the care rooms in the premises.