

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015FL050
--------------------------	-------------

<b>Name of Service:</b>	Butterflies Crèche & Montessori
-------------------------	---------------------------------

<b>Address of Service:</b>	Lusk House, Station Road, Lusk, Co. Dublin
----------------------------	--

<b>Eircode:</b>	K45 N529
-----------------	----------

<b>Name of Registered Provider:</b>	Cathy Crinigan
-------------------------------------	----------------

<b>Service type:</b>	Full Day, Part Time, Sessional
----------------------	--------------------------------

<b>Dates of Inspection:</b>	13/08/2024
	15/08/2024

<b>No of pre-school children:</b>	AM	32	PM	31
<b>No of pre-school children:</b>	AM	29	PM	28

<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 and AM Coyle
<b>Title:</b>	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).

<b>Conditions if applicable</b>	Not Applicable
---------------------------------	----------------

### Description of service

Butterflies Crèche & Montessori has been operating as an early years service since 2010 and is registered to accommodate pre-school children from 0 - 6 years on a full day care, part time and sessional basis. The service operates from 7.30am to 6.00pm each weekday for 51 weeks a year, closing for one week over Christmas. The service participates in the Early Childhood Care and Education scheme (ECCE) with starting times scheduled for 9.00am and 9.15am, staggered for ease of parking and to reduce traffic movement in the vicinity of the service. The service also caters for school aged children up to 9 years of age. The service is conducted from a converted coach house and adjoining prefabricated units located on the grounds of the registered provider's family home situated on the outskirts of Lusk village in north Co Dublin. Four care rooms are operated from the converted coach house, namely the Busy Bees full day care room and the Busy Bees Playschool room located on the ground floor, and Montessori Room 1 and Montessori Room 2 located on the first floor. The Wobbler Room and the Toddler Room are conducted from an adjoining interconnecting prefabricated building, while the Pre-Montessori Room is conducted from an additional adjoining prefabricated unit. Two enclosed outdoor play areas are provided in the service, one to the rear of the service which is used by the children attending the Wobbler Room and the Toddler Room, and an enclosed area to the front of the service, designated for use by children attending the remaining care rooms.

### Staffing

The registered provider employs 14 staff members comprising of an operations manager and a crèche manager and a further 12 staff members. Two of these 14 staff members are appointed as assistant managers (of whom one prepares and cook the food provided on a daily basis, in addition to providing relief cover in the care rooms when required) and 1 of these 14 staff members is employed to work with school aged children only. The operations manager engages in administrative duties and is not allocated to a care room on a daily basis but provides support across all care rooms when required. The registered provider was not present in the service during the inspection and does not work directly with the children attending 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 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 15 – record of pre-school child and regulation 16(1)(j)(k) – record in relation to pre-school 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.

### Additional Information

An immediate action notice was issued to the registered provider on the second day of inspection in relation to the designated emergency evacuation route leading from the sleep room adjoining the Wobbler Room to the corridor (and subsequently the outdoor area) being obstructed with 4 foldable cots and 2 foldable sleep mats during the inspection. On the same day the registered provider provided evidence to the Inspectorate confirming the cots had been relocated, appropriately addressing the identified risk by making this emergency evacuation route clear and unobstructed.

### Acknowledgments

The inspectors wish to acknowledge the cooperation of the operations manager, the crèche manager, staff and children who were present on the days 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 operations manager is the designated person in charge of the service and the crèche manager deputises as the person in charge as required.

(b) The designated person appointed to deputise in the absence of the person in charge was present and in charge of the service when the inspectors arrived unannounced at 9.05am on the first morning of the inspection. The person in charge arrived in the service after the inspection had started. Both the person in charge and the deputy person in charge were present in the service for the remainder of the first day of inspection and for the duration of the second day of inspection.

All staff files were reviewed which consisted of a total of 15 files maintained for the registered provider and the 14 staff members employed in the service.

(2)(a)(b) There were 2 written, validated references available for the registered provider and all 14 staff members.

(a) Twenty-five written references were from past employers.

(b) Five written references were from sources other than a past employer.

(c) Garda vetting disclosures had been obtained for the registered provider and all 14 staff members.

Each of these records demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) In relation to the 15 files reviewed, international police vetting was available as required for 2 staff members who had resided outside of the Irish jurisdiction for more than 6 consecutive months as adults.

(4) Including the operations manager and the crèche manager, all 13 of the 14 staff members who work directly with the pre-school children in the service held a major award in Early Childhood Care and Education at Level 5 - 8 on the National Framework of Qualifications (NFQ) or a qualification deemed by the Minister to be equivalent.

### Part III – Management and Staff

#### Regulation 11 - Staffing levels

*(1) Subject to this Regulation, a registered provider shall ensure that there is always 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) The correct adult to child ratio was maintained in 5 of the 6 care rooms where pre-school children were accommodated on the first day of inspection and in the 6 care rooms where pre-school children were accommodated on the second day of inspection. The non-compliance found in relation to an inadequate number of adults working directly with the pre-school children in the Pre-Montessori Room on the first day of inspection is detailed in the non-compliance section below.

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

- In the Wobbler Room there were 3 children aged 1 year 1 month to 1 year 4 months being cared for by 2 staff members.
- In the Toddler Room there were 2 children aged 1 year 4 months to 1 year 10 months being cared for by 1 staff member.
- In the Busy Bees full day care room there were 5 children aged 1 year 11 months to 2 years 2 months being cared for by 1 staff member.
- In the Busy Bees Playgroup Room there were 8 children aged 3 years 7 months to 4 years 2 months being cared for by 1 staff member.
- In Montessori Room 2 there were 6 children aged 3 years 11 months to 5 years 1 month being cared for by 1 staff member.
- School aged children were accommodated and cared for in Montessori Room 1 on both days of inspection.

The following adult to child ratios were observed on the second day of the announced inspection:

- In the Wobbler Room there were 3 children aged 1 year 1 month to 1 year 4 months being cared for by 2 staff members.
- In the Toddler Room there were 4 children aged 1 year 4 months to 1 year 10 months being cared for by 1 staff member.
- In the Pre-Montessori Room, there were 7 children aged 2 years 11 months to 3 years being cared for by 1 staff member.
- In the Busy Bees full day care room there were 4 children aged 1 year 11 months to 2 years 2 months being cared for by 1 staff member.
- In the Busy Bees Playgroup Room there were 6 children aged 3 years 7 months to 4 years 2 months being cared for by 1 staff member.
- In Montessori Room 2 there were 5 children aged 3 years 11 months to 5 years 1 month being cared for by 1 staff member.
- School aged children were accommodated and cared for in Montessori Room 1 on both days of inspection.

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

## Non-Compliance Information

- (1) On the first day of inspection the minimum adult to child ratio was not maintained in the Pre-Montessori Room for the duration of the day. There were an inadequate number of adults working directly with the pre-school children, there were 8 children aged 2 years 6 months to 3 years 6 months being cared for by 1 staff member. However, 2 staff members were required to maintain the minimum adult to child ratio in this 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) On the day of the inspection, the service was short a team member in this instance due to staff illness. However, since then, the situation was rectified, and there are now three adults consistently working in the Pre-Montessori Room to ensure that the appropriate adult-to-child ratio is maintained at all times.

### Preventive Action

- (1) To prevent this from happening in the future, the manager has implemented a system (a daily rota with a section for room cover) for monitoring staff availability and ensuring immediate coverage in case of illness or unexpected absences.

### Supporting documentation submitted

- Copy of the service's daily rota for 09/09/2024 and 10/09/2024 showing staff shifts, breaks and room allocation.

## Summary Comment

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

The registered provider demonstrated that the non-compliance identified under Regulation 11(1) has been adequately addressed.

### 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) The registered provider ensured a record was kept in writing in relation to the children's details as outlined in Regulation 15(a) to (i). Fourteen children's registration forms were sampled, all of which were found to be appropriately completed with the required information.

### 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:*

- (a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;*
- (b) details of the class of service and the age profile of children for which the service is registered to provide services;*
- (c) details of the adult: child ratios in the service;*

- (d) the type of care or programme provided in the service;*
- (e) the facilities available;*
- (f) the opening hours and fees;*
- (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)(a) Photographs of each staff member were on display in the entrance hallway, accompanied by their name, position and qualifications. Further details including each staff member's experience and training records were maintained within the staff files on the premises and these were presented for review by the inspectors.
- (b) - (f) The information specified in sub-sections (b) to (f) in this regulation were on display on a notice board in the entrance hallway.
- (i) An up-to-date weekly staff roster was available, and staff sign in records were maintained on a daily basis.
- (j) There was evidence of appropriate record keeping in relation to medication administered to children in the service as evidenced in 12 sampled medication administration forms which had been compiled between 29/01/2024 and 19/07/2024.
- (k) A record was maintained in writing of accidents, injuries and incidents involving children in the service. Sixteen of these records were sampled, compiled between 23/05/2024 and 01/08/2024, and each record was found to be clear and legible, and included parental signatures to document that they had been informed and were aware of the relevant incidents that had occurred.

### 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 are examples on how each child's learning, development and well-being was observed being facilitated during the inspection:

#### Basic needs:

- Breakfast was available for children each morning, if required. Food was prepared on-site on a daily basis and a weekly dinner menu was on display. On the first day of inspection, a variety of diced fruit including watermelon was served with breadsticks for morning snack and chilli con carne and rice was served for dinner. Cheese and ham rolls were provided for afternoon snack. Parents of children attending the service on a sessional basis provide their child's morning snack. Apart from the non-compliance detailed below, children's water bottles were accessible during the day and offered to children while eating. Mealtimes were observed to be social occasions with children and staff talking together in a relaxed manner. Children who were able were encouraged to feed themselves and assistance was provided by staff members as required, with plenty of time allowed for the children to eat without rushing.
- In the Wobbler Room, staff facilitated child-led sleep schedules by following children's individual routines and responding to children's cues of tiredness by promptly settling them to sleep in their cots. The children in the Toddler Room and the children in the Pre-Montessori Room who still availed of a day-time nap were facilitated to rest and sleep in cots and stackable beds set up in these care rooms after dinner.
- Nappy changing took place regularly and as often as needed. Staff members were observed to carry out nappy changing in a sensitive and respectful manner, chatting with children throughout the process. Older children used the toilets independently with discreet supervision and support provided to children who required assistance, when necessary.
- Throughout the inspection, children's interests were observed to be followed and staff were responsive to their ideas and requests for their preferred activities and materials. Children moved freely in their environments and were praised for their efforts and accomplishments.

- Children were observed to spend time outdoors during the inspection and were appropriately dressed on each occasion during a day of changeable weather.

### Supporting relationships:

- The staff members in each care room were observed to be kind and caring in their interactions with the children which fostered a warm and child-centred atmosphere in the service.
- Two children in the Wobbler Room had begun attending the service during the week of the inspection. The staff members explained how they were assisting the children to transition from home to the service smoothly by actions such as short days of attendance. Staff members were observed interacting warmly and kindly using gentle touch and tones of voice, to good effect, in their efforts to familiarise and support the children in their new environment.
- The staff members were observed working collaboratively to support children's play and learning. Regular informative interactions were heard taking place between the staff members when updating each other on the children's needs and progress, and when coordinating the implementation of activities. Appropriate hand over regarding the children's needs and preferences was shared with cover staff when they were relieving the core staff breaks in the care rooms.
- The service uses a mobile application (an 'App') to communicate children's routines and progress with their parents and guardians throughout the day. The staff members were observed greeting parents and guardians by name and sharing information in a friendly manner at drop-off and collection time.

### Physical and material environment:

- The play materials and equipment provided in all seven care rooms were suitable for the children's ages and stage of development. Materials were accessible on low-level shelving units which facilitated children's independent choice and play.
- Designated areas of interest were established in the care rooms, including home corners, construction areas, arts and crafts areas and libraries.
- Play equipment to support the development of the children's fine motor skills were provided in the care rooms. These included jigsaws, wooden and plastic bricks, magnets, interlocking plastic toys, threading equipment, stacking toys and peg boards.
- Each room contained an adequate range of books to support the children's language development and provide choice for storytelling.

- There were two outdoor areas in the service, one of which was located to the rear of the service and designated for use by the children attending the Wobbler Room and the Toddler Room. This area was surfaced with impact-absorbent material and contained two low-level slides, a playhouse, small rockers and a selection of ride on toys. A narrow lean-to structure provided shelter along the boundary wall. The outdoor area to the front of the service, designated for children attending the remaining care rooms, was also surfaced with impact-absorbent material. This area contained a large plastic climbing frame, 2 small slides and a dome shaped climbing frame, a range of ride on and push along toys. Two outdoor kitchens were located beneath a wooden canopy.

## Non-Compliance Information

### Basic needs:

1. Water was not freely available to the children in the Pre-Montessori Room as the water jug and cups were stored on a high shelf out of sight and reach of the children.

### Physical and material environment:

2. The play kitchen in the Toddler Room was insufficiently resourced to facilitate meaningful play as evidenced in the small amount of supportive play materials provided in the room, consisting mainly of plastic food, which were stored separately from the kitchen. There was a lack of real-life everyday objects, food packaging and baby care items to support the children to engage in role play.
3. Family photographs were not displayed in most care rooms in the service, including the Wobbler Room and the Toddler Room. The lack of family photographs prevented children from using photographs as a means of maintaining links with and bridging the gap between the service and home.

### 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. Manager has promptly addressed this issue by relocating the water jug and cups to a low shelf at the children's level, ensuring that water is easily accessible at all times.

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

2. Manager has fully stocked the play kitchen with a variety of real-life materials, including food packaging, and everyday household objects. These resources are now easily accessible to the children, encouraging more meaningful and engaging role play.
3. Staff has requested family photographs for the Toddler Room and will display them at the children's level as soon as they received. In the meantime, family photographs are already displayed at the children's level in the Wobbler Room. Additionally, small, laminated family books have been created for each child, containing photographs of their family members. These books are accessible to the children at all times, allowing them to engage with the images whenever they want.

#### **Preventive Action**

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

1. To prevent this from recurring, manager has conducted a review of the room's layout to ensure all essential items are within the children's reach. Staff will regularly check that water remains accessible throughout the day, and the importance of keeping basic needs available has been reinforced in staff meetings.

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

2. To maintain a well-resourced environment, regular audits of the play areas will be conducted to ensure that materials remain abundant and varied. Staff will also be encouraged to refresh and rotate items to keep the role play environment stimulating and reflective of real-life experiences.
3. Staff will ensure that family photographs are consistently updated and accessible in all care rooms. Regular check-ins with parents will also be conducted to gather new family photos as needed, reinforcing the connection between the service and the children's home life.

## Supporting documentation submitted

- A range of photographs showing revised care room environments.

## Summary Comment

The inspectors reviewed the corrective actions and photographs submitted by the registered provider after the inspection.

The registered provider demonstrated that the non-compliances identified under Regulation 19 have been adequately addressed.

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

### Regulation 20 – Facilities for rest and play

*(1) Subject to this regulation, a registered provider shall ensure that-*

*(b) there are adequate and suitable facilities for a pre-school child to rest during the day, and in the case of an overnight pre-school service, during the day and the night.*

## Compliance Information

(1)(b) The sleep room which adjoined the Wobbler Room contained 5 standard cots and 1 foldable cot, with a further 4 foldable cots available in the service, ensuring that all children aged less than 2 years had access to a standard cot on a daily basis. A sufficient number of stackable beds were available in the service for children aged 2 years and older.

## Non-Compliance Information

(1)(b) The rest areas provided in the Toddler Room and the Pre-Montessori were unsuitably equipped. For example, the rigid circular low-level cushions provided for this purpose in the Toddler Room did not fit snugly together to form a comfortable flat base and therefore did not facilitate a child to relax and rest comfortably if they wished to do so during the day.

## 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)(b) Manager has improved the cosy areas in both the Toddler Room and Pre-Montessori Room. Flat mats have been added to create a more even and comfortable surface, and soft cushions have been introduced to enhance the comfort of the rest areas.

### **Preventive Action**

(1)(b) The rest areas will be regularly monitored to ensure they remain comfortable and inviting for the children. Staff will also be encouraged to continuously assess the quality of these areas and make adjustments as needed to support children's relaxation and rest throughout the day.

### **Supporting documentation submitted**

- Photographs showing adequately resourced rest areas.

## Summary Comment

The inspectors reviewed the corrective actions and photographs submitted by the registered provider after the inspection.

The registered provider demonstrated that the non-compliance identified under Regulation 20(1)(b) has been adequately addressed.

## Part VI - Safety

### Regulation 23 - Safeguarding health, safety and welfare of child

*A registered provider shall ensure that all reasonable measures are taken to safeguard the health, safety and welfare of a pre-school child attending the service and that the environment of the service is safe.*

#### Compliance Information

##### General Safety:

- The external gate leading from the carpark and the entrance door leading into the service were appropriately secured to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access to the premises.
- The warm water temperature in the sanitary accommodation did not exceed the recommended maximum water temperature of 43°C which reduced the risk of scalding for the children.
- The kitchen was inaccessible to the children during the inspection.
- Cleaning agents were stored safely out of the reach of children.

##### Infection Control:

- Thermostatically controlled warm water, liquid soap and paper towels were available at all the sinks throughout the service.
- The children were supported to wash their hands before eating, following nappy changing and using the toilet, and after outdoor and messy play.
- The service's nappy changing policy was observed to be followed when staff members changed children's nappies.
- Pedal operated lidded nappy bins were provided for the disposal of nappies which reduced the risk of cross-infection.

##### Administration of Medication:

- Medication administration forms were available for documentation in the service should they be required. No child was observed having medication administered on the day of inspection.

##### Safe Sleep:

- All children aged less than 2 years slept in a standard cot on the day of inspection.
- The inspectors observed that 10-minute sleep check observations noting each child's colour, position and breathing pattern were being performed and documented on all sleeping children.

### Non-Compliance Information

#### Infection Control:

1. Three unlabelled soothers were observed in the Toddler Room, stored loosely on a shelf rather than in individually labelled lidded boxes. Staff members stated they recognised which soother belonged to each individual child. This posed a risk of cross-contamination.

#### Fire Safety:

2. The corridor leading from the sleep room to the designated emergency evacuation route and exit to the garden was obstructed with 4 foldable cots and 2 sleep mats. This posed a safety hazard as it would delay staff and children in evacuating the building safely and quickly in the event of an emergency. This risk had been identified to staff members on the first day of inspection, however it was observed on the second day of inspection that no corrective action had been undertaken and the risk remained unaddressed.

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

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

#### Corrective Action

#### Infection Control:

1. Manager has now implemented proper storage for all soothers in the Toddler Room. Each soother is stored in an individual, labelled plastic container with the child's name clearly marked on it, ensuring hygiene and preventing any risk of cross-contamination.

#### Fire Safety:

2. On the second day of inspection, this issue was immediately addressed following the post-inspection briefing. The corridor is now clear and remains unobstructed. The foldable cots and sleep mats have been relocated to a more suitable storage area, ensuring the evacuation route is fully accessible at all times.

#### Preventive Action

#### Infection Control:

1. Staff have been reminded of the importance of proper storage and labelling practices for personal items to prevent hygiene issues. Regular checks will be conducted to ensure all soothers remain stored appropriately and labelled containers are used consistently.

## Fire Safety:

2. Manager has implemented a regular check system to ensure that the evacuation routes remain clear and free of obstructions. Staff have been reminded of the importance of maintaining clear pathways, and additional storage solutions have been put in place to prevent similar issues from arising in the future.

## Supporting documentation submitted

- Photograph showing soothers stored in individually named lidded containers and photograph showing an uncluttered clear corridor.

## Summary Comment

The inspectors reviewed the corrective actions and photographs 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 24 - Checking in and out and record of attendance

*(1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.*

*(3) A registered provider shall ensure that-*

*(a) no person other than-*

*(i) pre-school child attending the service,*

*(ii) a person dropping or collecting such a child,*

*(iii) an employee, or*

*(iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and*

*(b) a daily record in writing is kept of the entry on the premises of any such person.*

## Compliance Information

(1) The children attending the Wobbler Room, the Toddler Room, the Busy Bees Full Day Care Room, the Busy Bees Playschool Room, Montessori Room 1 and Montessori Room 2 were entered as present on an application uploaded on mobile tablet devices in each care room, noting the children's arrival and departure times.

(3)(a)(b) A system was in place to ensure that no person other than the children and their parents or guardians, employees, approved students or authorised visitors could enter the service. A visitor's book was maintained and the inspectors recorded their attendance on the premises and the purpose of their visit.

## 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 person who held in-date First Aid Response (FAR) training was at all times immediately available to the children attending the service. This was evidenced in the FAR training records maintained for 3 staff members and their scheduled attendance in the service's staff roster.

(2)(a)(b) The first aid boxes available in the service were suitably equipped and stored in conspicuous locations on the premises and these were available for the children in attendance, in the event of an emergency.

### 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 firefighting 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 all fire drills which had been completed in the service. The records indicated and staff members reported that fire drills were carried out monthly. The last recorded fire drill took place on 18/07/2024.
- (b) A record was kept of the maintenance of the smoke alarms in the premises which was certified as having been serviced most recently on 10/06/2024.
- (4) The evacuation procedure was conspicuously displayed on the premises which contained details in relation to the procedure to be conducted in the event of a fire or emergency in the service.

#### Non-Compliance Information

- (1)(b) There was no up-to-date official maintenance record available for the fire fighting equipment provided on the premises.

#### 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)(b) An up-to-date maintenance certificate for the firefighting equipment is now available on the premises.

##### **Preventive Action**

- (1)(b) Registered provider will implement a system for regularly updating and maintaining all safety records. This includes scheduling periodic reviews and ensuring that maintenance certificates are kept current and readily accessible for inspection.

### Supporting documentation submitted

- A copy of a maintenance certificate dated August 2024 for the fire extinguishers in the service.

### Summary Comment

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

The registered provider demonstrated that the non-compliance identified under Regulation 26(1)(b) has been adequately addressed.

## Part VI - Safety

### Regulation 28 - Insurance

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

### Compliance Information

The registered provider had insurance cover in place for 70 children attending the service on a full day care basis. The policy showed that the service was insured until 27/03/2025.

## Part VII - Premises and Space Requirements

### Regulation 29 – Premises

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

- (b) safe and secure,*
- (d) cleaned, maintained and repaired, as required, and*

### Compliance Information

(b) The doors leading into the premises were appropriately secured to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access to the service. A doorbell was in place at the front door to allow parents or visitors notify staff members of their arrival to the service.

## Non-Compliance Information

- (d)
1. A child-sized cloth-covered armchair in the Toddler Room was heavily stained and in need of cleaning.

## Corrective & Preventive Action submitted by the Registered Provider

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

### Corrective Action

- (d)
1. The stained armchair has been disposed of. Any items found to be heavily stained or damaged will be promptly addressed to maintain a hygienic environment for the children.

### Preventive Action

- (d)
1. Regular inspections of all furniture and play equipment will be conducted to ensure they are kept clean and in good condition.

### Supporting documentation submitted

- Photograph of the Toddler Room without the stained chair.

## Summary Comment

The inspectors reviewed the corrective actions and photographs submitted by the registered provider after the inspection.

The registered provider demonstrated that the non-compliance identified under Regulation 29(d) has been adequately addressed.