

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015FL055		
Name of Service:	Castleknock Day Nursery		
Address of Service:	1 Stockston Park, Castleknock, Dublin 15, Co. Dublin		
Eircode:	D15 TH5C		
Name of Registered Provider:	Marcella O'Grady		
Service type:	Sessional		
Date(s) of Inspection:	21/06/2023		
No of pre-school children:	AM	11	PM No.
Address of the Early Years Inspectorate:	Early Years Inspectorate 2 nd Floor, Unit 4/5 The Nexus Building Blanchardstown Corporate Park Ballycoolin Dublin 15 D15 CF9K		
Inspection undertaken by:	T. Nelson		
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

Castleknock Day Nursery Montessori School provides a sessional pre-school service for children aged between 3 years to school going age, from 9am-12midday, weekdays, catering for 16 pre-school children. The service participates in the Early Childhood Care and Education (ECCE) scheme. The service is located in the registered providers home and consists of 1 care room with sanitary facilities and an outdoor space.

Staffing

There are currently three staff employed by the service, two childcare staff who work directly with the children and a relief staff member who also works on the administration for the service. The registered provider is supernumerary and manages the oversight of the service. Present on the day of the inspection was the registered provider, two childcare staff and the relief staff member.

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 inspections may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9(1)(2)(a)(b)(c)(d)(3)(4); 11(1)(3); 16(1)(h)(i)(j)(k), 19(1)(a), 23, 25 and 26.

A sampling process was used to assess compliance under Regulation 16(1)(h)– Record in relation to Preschool children.

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, staff and children who were present on the day of the inspection.

Part III – Management and Staff

Regulation 9 – Management and recruitment

(1) A registered provider shall ensure that-

- (a) the service has a designated person in charge and a named person who is able to deputise as required,*
- (b) at all times during the period when the pre-school service is being carried on, the designated person in charge or the named person referred to in subparagraph (a) is on the premises, and*
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.*

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

- (a) consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,*

(b) consideration of references from reputable sources in the case of a person who has no past employers,

(c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and

(d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.

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

Compliance Information

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

(b) The person in charge was present during the inspection.

The files of the four adults, including the three staff and the registered provider were reviewed. The registered provider had completed the following checks:

- (2)
- (a) One validated written reference was available from a recent past employer.
- (b) Seven validated written references were available from a source other than a past employer.
- (c) Completed Garda vetting disclosures were available in respect of the four adults.
- (d) Did not apply as there was documentary evidence available that no adults had lived outside of the state for six months or more as an adult.

(4) The three staff who worked directly with children attending the service held at least a major award in Early Childhood Care and Education at Level 5 or above on the National Framework of Qualifications or a qualification deemed eligible by the Department of Children, Equality, Disability, Integration and Youth Affairs.

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.

(3) Subject to paragraph (5), a registered provider of a sessional pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 2 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) therefore at that reference number is satisfied.

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

(c) a registered provider of a sessional pre-school service shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.

Compliance Information

(1) On the day of inspection there were an adequate number of adults working directly with the children attending the service.

(3) The adult to child ratios were correct when the inspectors arrived unannounced to the service and throughout the inspection. Two staff were allocated to work directly with 11 children.

(8)(c) Not applicable as Castleknock Day Nursery does not operate as a single-handed service.

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;*

Compliance Information

(1)

(h) Attendance records detailing the arrival and departure of the children on a daily basis were maintained.

(i) A record was maintained of the staff roster which was reflective of the staff present on the day.

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,*

Compliance Information

(1)(a)

Basic Needs:

- The children were observed to enjoy snack time as a sociable occasion where the staff were observed to sit with the children and the children ate their lunch at their own pace. Snacks were provided by parents and were observed to include healthy food options such as fruits, bread and cheese. Staff reported that there was additional food available if required.
- Childrens behaviour was managed through positive strategies such as clear description of what was acceptable and explaining what was going to happen next. For example, when three children were running in the care room the staff member clearly explained 'we're not going to run in here, we do running outside'.

Supporting Relationships:

- The staff were observed to be responsive to the children and engaged with them with warm interactions. Effective, respectful communication was used such as sustained shared interest. For example, a prolonged discussion on the Titanic was observed, where the staff were observed to actively listen to the contributions of the children who were observed to be engaged in the topic.
- Staff reported that parents were welcome to come to the room during the children's transition into the service and that ongoing communication is facilitated through conversations at drop-off and collection and regular news updates on the service were shared via an online messaging platform.

Physical and Material Environment:

- The furniture provided in the rooms was low level and suitable to the needs of the children. Equipment was visible and accessible enabling the children to independently access their choice of activity.
- Equipment available included a library, arts and craft area, various sorting, stacking, measuring and connecting equipment, sensory equipment, small world play and jigsaws. These play materials facilitated literacy and numeracy development, fine motor skills, and cognitive and language development.
- A range of loose parts were available for example, the shell of a coconut, volcanic rock, a plastic frog; which staff reported were used to provoke discussion among the children. This supported cognitive processes in children.

Programme of Activities:

- The children were observed to be partners in the programme of activities, staff were observed asking them to choose what book they would like to read at story time for example.
- Childrens language development was observed to be supported using strategies such as open-ended questions and the introduction of a broad range of descriptive vocabulary. For example, when making a card 'multi-coloured is when we use lots of colours'; and when discussing the Titanic 'what do you think hypothermia is?'.
• Children were given the opportunity to solve problems, during story time they were asked what they understood the word 'reflection' to mean, and a mirror was used as a prop to solve this problem. This introduced meaningful relevant experiences to children and saw them as competent learners.

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:

- Entry and exit to the service was managed and monitored by staff to restrict unauthorised persons from gaining access to the premises and to prevent children from exiting the service unsupervised.
- The service met the necessary safety requirements in respect of the indoor environment, toys and equipment and the safe storage of cleaning agents and hazardous equipment.
- The kitchen was inaccessible to the children on the day of the inspection.
- A record was maintained of accidents and incidents that occur in the setting.
- There were window restrictors in place on the windows.

Infection Control:

- The premises were in a clean and hygienic condition and documented up to date cleaning records were available. Staff were aware of cleaning practices in relation to infection control.
- Liquid soap and single use hand towels were available the wash hand basin used by the children and the staff members.
- Staff were observed supporting children to hand wash before and after mealtime.
- Childrens lunches were stored in the fridge.

Fire Safety:

- The emergency exit in the care room was unobstructed.

Outing:

- Staff discussed planning for an outing where they developed a risk assessment. This was in line with the service policy on outings.

Non-Compliance Information

Fire Safety:

1. The details of the attendance of the children was not accurately recorded in the attendance book. For example:
 - The children were not signed in until 11.15am, having been in attendance since 9.00am.

- At 11.15am, the children were recorded at being signed out at 12.00pm, yet all children were present in the room.

Contemporaneous accurate attendance logs must be maintained to support the safe evacuation of children in an emergency.

Action submitted by the Registered Provider

Corrective & Preventive Action

Fire Safety:

The service are now marking the children into attendance on the roll book as they arrive and again as they leave, rather than just taking one roll call for the day.

Preventative Action: Continue to use this method of attendance by keep the roll book at the door.

Supporting documentation submitted

Fire Safety:

Photographic evidence of the roll book.

Summary Comment

The inspector has reviewed the action and evidence submitted. The non-compliance identified under Regulation 23 has 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

(2)(a) and (b) A suitably equipped first aid box was available and safely stored in an easily accessible and conspicuous position in the care room.

Non-Compliance Information

(1)
The registered provider did not ensure that a person trained to First Aid Responder level was available to the children attending the service. It is acknowledged that three staff members were trained in paediatric first aid.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

A staff member is booked to do the first responder course on 6th, 7th & 14th September.

Preventative action: The service will aim to have two members of staff with First Responder Courses completed by the end of the academic year.

Supporting documentation submitted

Evidence of booking and payment for FAR training course submitted.

Summary Comment

The inspector has reviewed the action and evidence submitted. The corrective and preventive action taken will rectify the non-compliance identified on inspection.

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 of fire drills was available on the premises with the last drill dated as having been carried out on the 19th June 2023.
 - (b) An up-to-date maintenance record was available for the Fire extinguishers and smoke alarms in the premises. The fire extinguishers were serviced in May 2022 and the recently installed smoke alarm system was installed on 28th February 2023.
- (4) A procedure to be followed in the event of a fire was on display in each of the care rooms