

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015FL076				
Name of Service:	Corduff Childcare Service Ltd.				
Address of Service:	Corduff Campus, Blackcourt Rd, Corduff, Dublin 15				
Eircode:	D15 FVY9				
Name of Registered Provider:	Noeleen Quinn				
Service type:	Full Day, Part Time, Sessional				
Date of Inspection:	01/07/2024				
No of pre-school children:	<table border="1"> <tr> <td>AM</td> <td>27</td> <td>PM</td> <td>25</td> </tr> </table>	AM	27	PM	25
AM	27	PM	25		

Address of the Early Years Inspectorate:	Early Years Inspectorate, Floor 7 Brunel Building, Heuston South Quarter, St. John's Road West, Kilmainham, Dublin 8
Inspection undertaken by:	E. Finnegan Hayes & C. Harte
Title:	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).

Conditions if applicable	Not applicable.
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Description of service

Corduff Childcare Service is a not-for-profit full day care service located in a residential setting in North Dublin. The service is registered to provide Early Childhood Care and Education for up to 64 children aged 0-6 years and operates from a purpose built, single storey building. The service is open from Monday to Friday from 8:30 to 17:00 and provides full-time, part-time care and sessional care and education. The service also participants in the Early Childhood Care and Education (ECCE) programme for 38 weeks of the year. The service is comprised of five care rooms; four of which were open on the day of inspection including the Red Room catering for children aged 1-1.5 years, the Yellow Room catering for children aged 2-3 years, the Green Room catering for children aged 2-3 and the Purple Room catering children aged 3-5 years. The blue room was closed on the day of inspection due to low numbers in attendance due to the summer holidays. A newly development sensory room was also in use of the day of inspection. Two fully enclosed outdoor play areas are available, one which runs along the side of the building with direct access to the rooms, and a second to the rear of the building.

Staffing

The registered provider employs 26 staff to work in the service including the manager, twenty-one early years staff, an administrator, a cleaner, two staff employed under the community employment scheme.

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, safety and premises and facilities. The inspection may also focus on other areas as required.

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 day of inspection under Regulation 23 in relation to an identified safety risk. A written response was received which mitigated the risk. Further details are available under Regulation 23.

An internal Tusla referral was made in relation to the service operating outside of its registered status. Further information is available under Regulation 8.

Acknowledgments

The inspectors wish to acknowledge the cooperation of the person in charge, staff and children who were present on the day of the inspection.

Part II - Registration and Register

Regulation 8 - Notification of change in circumstances

(1) A registered provider of a pre-school service other than a temporary pre-school service shall, subject to paragraph (3), notify the Agency in writing of any proposed change in the details in relation to the pre-school service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2) at least 60 days before it is proposed that the change would take effect.

Non-Compliance Information

(1) The registered provider did not notify the agency of a change of registered provider in advance of the change happening. Discussion with the person in charge during the inspection showed that the registered provider ceased the role in December 2023 however a new registered provider has not been designated and notified to the agency.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1) An application to change the registered provider and closing times has been complete was submitted to Tusla. We will ensure all information is up to date going forward.

Supporting documentation submitted

Email to Tusla reviewed.

Summary Comment

Regulatory compliance remains outstanding as additional information in order to process the change of circumstance application has not been received to date. The registration office has given the service until the 26/07/2024 to submit the information required.

Part III – Management and Staff

Regulation 9 – Management and recruitment

(1) A registered provider shall ensure that-

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

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

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

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

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

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

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

Compliance Information

(1)

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

(b) Discussion with staff and management showed that the designated person in charge or the deputy is rostered to be on the premises for the duration of the opening hours of the service.

(c) The service had a management structure with clear roles and responsibilities.

(2) A review of the staff roster and discussion with management showed that there are currently twenty-six staff employed in the service. The files of all twenty-six staff were reviewed as part of the inspection process.

(a) (b) Fifty-two written and verified references were available in relation to twenty-six staff members.

(c) Garda vetting disclosures had been obtained for twenty-six staff; however, the registered provider did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under regulation 23 of this report.

(d) Police vetting was available for two staff members who had lived in a country other than Ireland for a period of more than 6 months.

(4) Evidence was available to show that twenty-two staff members who worked directly with the children held at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework, or a qualification deemed by the Minister to be equivalent.

Part III – Management and Staff

Regulation 11 - Staffing levels

(1) Subject to this Regulation, a registered provider shall ensure that there is at all times an adequate number of adults working directly with the children attending the pre-school service.

(2) Subject to paragraphs (4) and (5), a registered provider of a full day care service or a part-time day care service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 1 of Schedule 6 opposite a particular reference number specified in column (1) of that Part in respect of the age range of the children specified in column (2) thereof at that reference number is satisfied.

Compliance Information

(1) The registered provider ensured there was adequate staff available to the children at all times during the day for example nine staff members were working directly with 27 children on the morning of inspection. The person in charge was available to cover breaks and assist in rooms as needed. An CE staff member was also available in a supernumerary position to assist with tasks in the care room for example preparing activities and meals.

(2) Ratios were maintained in the care rooms. The following was observed;

- In the Red room two staff members were caring for 4 children aged 1-1.5 years old.
- In the Yellow room two staff members were caring for 7 children aged 2-3 years old.
- In the Green room two staff members were caring for 7 children aged 2-3 years old.
- In the Purple room three staff members were caring for 9 children aged 3-5 years old.

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;*
- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (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) The registered provider ensured that a record in writing was kept of the information required under (a) to (j) as evidenced by the following;

- (a) the name, position, qualifications, and experience of the person in charge and of every other employee and unpaid worker were available in the staff files.
- (b)(c)(d)(e)(f) The information required under (b) to(f) was contained in the statement of purpose and function.
- (g) The policies, procedures, and statements the service is required to maintain in accordance with Regulation 10 were available for review.
- (h) Details of attendance by each pre-school child on a daily basis was recorded on attendance sheets in each care room.
- (j) A sample of twelve medication administration records were reviewed all of which were completed in full.

Non-Compliance Information

- (i) The staff roster did not provide details of all staff who were rostered to work in the service on the day of inspection and did not include the times of work or break times of any staff member.
- (k) A sample of 18 accident and incident forms were reviewed; the date of birth of the child was not recorded on 17 of the forms. A date of birth is required to ensure the correct child involved can be identified should the record be required in future.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (i) The roster has been updated to include the required information.
- (k) All accident reports have been amended to include the child's date of birth. Staff have now been told that the date of birth must be written in the accident report.

Supporting documentation submitted

A copy of the roster and completed accident form have been reviewed.

Summary Comment

The registered provider has addressed the non-compliances identified under Regulation 16.

Part V - Care of Child in Pre-school Service

Regulation 21 – Equipment and materials

A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.

Compliance Information

The registered provider ensured the following materials and equipment were available to the children in the service;

- Low level furniture and shelving were observed to be well maintained, durable, easy to clean, and suitable for the age and stage of the children attending.
- A newly developed sensory room was well equipped with a variety of soft and colourful lighting, a giant bubble tube, soft furnishings and a vibrating mat providing an opportunity for children to regulate during the day.
- A range of toys and equipment which supported a variety of play experiences were available in the Yellow and Purple care rooms.

- The outdoor area was well equipped and provided opportunities for a range of play including role play, gross motor, and sensory play.

Non-Compliance Information

- Toys and equipment were not accessible to the children on the day of inspection for example; in the Red room a limited selection of toys was accessible to the children. The toys available included a significant number of battery-operated toys, a ball pit, dolls, and a number of small sensory toys. Additional toys were available in the care room however these were stored at adult height and were not accessible to the children for play including animals and a selection of books. Toys should be readily available to the children to support choice and freedom in their play especially given the age and limited communication of the children in the care room. In the Green room a shelf containing tabletop toys and the kitchen unit were observed to be turned facing the wall preventing access by the children and limiting the availability of play materials in the room. A range of toys and materials are required to encourage independent play experiences.
- A number of battery-operated toys were observed to not be working in the Red room; this limited the play value of the toys and did not support the children's understanding of cause and effect.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- Additional equipment has been added to the Red room. The Shelf in green room was turned back around to allow children access to all materials. Rooms to be checked daily to ensure all toys on shelves are visible to children and child centred to allow children access to a variety of materials and play equipment We are engaging with a quality improvement organisation for their quality development programme and have been accepted for this process.
- All batteries have been replaced in the toys in the red room. Equipment to be checked regularly to ensure batteries are working and ensure they have a wide variety of equipment and toys.

Supporting documentation submitted

Photos of both care rooms were reviewed.

Summary Comment

The registered provider has addressed the non-compliances identified under Regulation 21.

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 outdoor area was adequately secured.
- Low level presses were locked in all care rooms preventing access to hazardous items by children.
- Cleaning agents and hazardous equipment was stored out of reach of children.
- The kitchen was inaccessible to the children on the day of the inspection.

Infection Control:

- The premises were maintained in a clean and hygienic condition and documented up to date cleaning records were available and displayed in the premises.
- Food which is provided by the parents for lunch and dinner were refrigerated to prevent spoiling of perishable items.
- Dinners which were reheated by the service were heated in excess of 74°C, temperature of each dinner was recorded, and the food was cooled appropriately in the kitchen before bringing to the care rooms.
- Thermostatically controlled warm water, liquid soap and paper hand towels were available to support adequate hand hygiene.
- Staff were observed supporting children to hand wash before and after mealtimes and following nappy changing.
- Soothers were stored in individual, labelled containers

Safe Sleep:

- An ambient temperature of 18-22°C was maintained in care rooms where children over 1 year old were sleeping.
- Physical checks were conducted on sleeping children and records of the checks were maintained.

Fire Safety:

- Emergency exits were maintained free from hazards throughout the day.
- Attendance records were completed in a timely manner to support a safe evacuation in the event of a fire emergency.

Non-Compliance Information

General Safety:

1. The service was not adequately secured to prevent access by unauthorised persons when the inspectors arrived at the service. Two doors which are fitted with locking mechanisms were observed to be open allowing inspectors unrestricted access to the care rooms. The reception desk was unmanned when inspectors arrived. This was immediately addressed with the manager who advised that a substance is placed over the locking mechanism each morning to prevent the lock working and allow parents to enter the service freely. The substance was removed at the request of the inspectors however when reassessing the door 30 minutes later it was found that the door remained unsecured. The issue was addressed fully by the manager at this time and the door was secured at 10:25am. The practice observed prevented the door locking and could allow unauthorised persons to access the service and posed a risk to the children. An immediate action notice was issued to the registered provider on the day of inspection.
2. Garda vetting was available for one staff member. However, this vetting disclosure was not dated within the previous three years in adherence to with the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting. It is acknowledged that this staff member is currently on extended leave.
3. A hole was observed to be present in the grass area of the garden which reduced its visibility and posed a risk of injury to the children during physical activity.

Infection Control:

4. A paper hand towel was observed to be used to clean a child's face and nose before being used to wipe saliva off the table. The staff member was not observed to wash their hands following this which is contrary to the service policy which states that staff should wash their hands after being in contact with bodily fluids. This posed an infection control risk.
5. Sleep mats in the Green room were not adequately spaced a minimum of 50cms apart despite there being adequate space in the care room to allow this. This posed an infection control risk.
6. A pedal operated bin was not available for disposal of contaminated items in the sanitary area in the Yellow room. A pedal operated lidded bin is required for infection control purposes.

Administration of Medication:

7. A health care plan which detailed the signs and symptoms and procedure to be followed in the event of an emergency was not available for one child who required emergency medication. This could prevent the child receiving the required medical attention in the event of an emergency.

- Emergency medication for one child which was held onsite was observed to have expired in January 2024. This could prevent the child receiving the required medical attention in the event of an emergency.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

- Main door to remain closed at all times and buzzer system to be used to allow access to the crèche to stop unauthorised access.
- Staff member is on leave for a set period of time. The service will ensure garda vetting is renewed before the staff members return.
- A small hole out the back garden has been filled with topsoil. Garden to be checked daily and signed off.

Infection Control:

- Spoke to staff about spread of infection and handwashing. Staff were given the hand hygiene policy to read again and sign off to say they understand.
- Spoke to staff to ensure mats are placed at least 50cm apart. Sleep mats will be placed 50cm apart during sleep times.
- The bin has been replaced with a pedal bin. All bins will be checked regularly and reported if broken to be replaced.

Administration of Medication:

- Care plan has been received in relation to child's allergy. Care plan is available to staff to ensure everyone in the room is aware of the child's medical needs.
- Parent has provided in date medication. Date of expiry to be placed on front of press.

Supporting documentation submitted

Photos and documentation have been reviewed.

Summary Comment

The registered provider has addressed the non-compliances identified under Regulation 23.

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) The registered provider ensured that a staff member trained in first aid response was immediately available to the children in the service at all times during the opening hours.

(2) (a)(b) The registered provider ensured that a suitably equipped first aid box was available on the premises, safely stored and accessible to staff when needed.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

The registered provider ensured that the service was adequately insured as a full day care service catering to 64 children. The expiry date of the insurance was 24th April 2025.