

# Early Years Inspectorate Regulatory Report

## Pre School

<b>NotpTUSLA Identifier:</b>	Tu2015FL102
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<b>Name of Service:</b>	Giraffe Childcare Clonsilla
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<b>Address of Service:</b>	Station Court Road, Clonsilla Road, Clonsilla, Dublin 15, Co. Dublin
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<b>Name of Registered Provider:</b>	Dearbhala Cox Giffin
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<b>Service type:</b>	Full Day
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<b>Date of Inspection:</b>	23/10/2023
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<b>Date 2 of Inspection:</b>	24/10/2023
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<b>No of pre-school children:</b>	AM	85	PM	87
<b>Day 2</b>	AM	89	PM	

<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Child and Family Agency, Unit 4&5 Nexus Building Block 6A, Blanchardstown Corporate Park, Dublin 15
<b>Inspection undertaken by:</b>	Á Dunne and E Hosford
<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).

Conditions if applicable

Not applicable.

### Description of service

Giraffe Childcare Clonsilla is full day care service located in an urban area in Dublin 15. The service is privately owned and is one of 23 childcare services operated by the registered provider. The service is registered to provide early childhood care and education to a maximum of 148 children aged 0-5 years. The service operates from a purpose-built single storey building with nine care rooms in operation on the day of inspection as follows:

- Wobbler Baringo (12 to 18 months)
- Wobbler Masi Mara (15 to 18 months)
- Wobbler Kilimanjaro (18 to 22months)
- Wobbler Botswana (20 to 25 months)
- Toddler Safari (2 to 2.5 years)
- Toddler Serengeti (2.5 to 3years)
- Junior Preschool Madagascar (2.5 to 3 years)
- Preschool Kenya (3 to 3.5 years)
- Preschool Zambezi (3.5 to 4.5 years)

And a dedicated cot room, an additional indoor themed ‘Spooky room’ for children to visit for sensory and Halloween fun experiences, an office, a staff room, a kitchen and one additional care room not in use on the day of inspection. Each care room has its own sanitary area. An enclosed outdoor space is positioned to the rear of the building with a small outdoor area off the Baby Baringo room.

### Staffing

There were 31 adults present on the day of inspection, of which, 26 were working directly with the children to include two adults employed under the Access inclusion Model. The service manager and the deputy manager were supernumerary and provided support during busy periods and covered rostered breaks. The additional staff members present were the chef, a cleaner and the area manager, who is based in this service and was present for the duration of the inspection. The registered provider does not work in the service but visited the service on Day 2 of the inspection at 12pm.

## 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 on Day 1 and announced on Day 2 and focused on an examination of compliance under:

Regulation 9 Management and recruitment; (1) (a)(b)(c), (2)(a)(b)(c)(d), (4), (7)

Regulation 11 Staffing Levels; (1), (2),

Regulation 16 Record in relation to Preschool Service; (1)(h)(i)(k),

Regulation 19; Health, Welfare and Development of Child; (1)(a),

Regulation 23 Safeguarding Health, Safety and Welfare of child

Regulation 25 First Aid; (1), (2) (a)(b)

Regulation 26 Fire Safety; (1)(a)(b), (2), (4).

Regulation 27; Supervision

Regulation 31; Notification of Incident

These findings are outlined within the relevant regulations within this report.

A sampling process was used to assess compliance under Regulation 16- Record in relation to the preschool service, Regulation 19 -Health, Welfare and Development of child, Regulation 23 – Safeguarding Health, Safety and Welfare of Child. The scope of the inspection included two rooms - Wobbler Baringo and Preschool Kenya, Regulation 9 - Management and Recruitment was assessed in relation to all staff currently employed and Regulation 11- Staffing Levels was assessed across all of the rooms.

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

This inspection was triggered following the receipt of a Notification of incident from the service received to the inspectorate.

## Acknowledgments

The inspectors wish to acknowledge the cooperation of the registered provider, area manager, person in charge, assistant manager, staff and children who were present over the two 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
- (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.

(7) A registered provider shall ensure that all employees, unpaid workers and contractors are appropriately supervised and provided with appropriate information, and where necessary training, including in relation to the following:

- (a) the policies, procedures and statements of the service specified in Schedule 5;
- (b) Part VIIA (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013)) of the Act, and
- (c) these Regulations.

### Compliance Information

(1) (a) (b) There was a designated person in charge and a named person to deputise when required. The designated person in charge was on the premises when the inspectors arrived unannounced on day one of inspection and was present for the duration of the two-day inspection.

(c) Discussion with staff and management showed a clear management structure and roles and responsibilities within the service.

(2) Through discussion with the management and staff it was established that there are 34 staff currently employed in the service. The files of all staff were reviewed.

(a) Two written and validated references were available for 17 staff members from a past employer.

One written and validated reference was available for 11 staff members from a past employer.

(b) Two written and validated references were available for 6 staff members from a source other than from a past employer.

One written and validated reference was available for 11 staff members from a source other than a past employer.

(c) Garda vetting disclosures were available in relation to 34 staff members.

(d) Police vetting was available in relation to 31 staff members who had lived outside of Ireland for more than 6 months as an adult.

(4) Evidence was available to show that 32 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

(7) (a) Documentary evidence was available to demonstrate that the staff working within the service had been updated and received ongoing training. Training and staff meetings occurred as follows:

- 19<sup>th</sup> October 2023 on the Administration of Medications.
- 6<sup>th</sup> to 12<sup>th</sup> July 2023 on the Outdoor play policy and the Child supervision Policy and procedure.
- 27<sup>th</sup> July 2023 on Evacuation Procedures, Nappy bins, Curriculum and Planning of room moves.
- 14<sup>th</sup> September 2023 new staff received induction training.

- 6<sup>th</sup> to 10<sup>th</sup> October 2023 on the Healthy eating Policy, the Mealtime and use of mealtime chairs Policy, the Safe moving and lifting of a child Policy, the Supporting positive Behaviour Policy, the Supervision of Outdoor play Policy and the Incident / serious incident reporting Policy.

### 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 minimum adult to child ratio was maintained at all times during the inspection process, with an adequate number of adults working directly with the children as follows:

Day 1 - AM, there were 25 adults working with 85 children.

Day 1 – PM, there were 21 adults working with 87 children.

Day 2 – AM, there were 25 adults working with 89 children.

with the person in charge and assistant manager present in a supportive role.

(2) The correct adult/child ratio was maintained in the service throughout the two days of inspection as follows:

Day 1 - AM				
Room	Age range	No. of children	No. of Adults present	Adults required
Wobbler Baringo	12 to 15 months	8	3	2
Wobbler Masi Mara	15 to 18 months	7	2	2
Wobbler Kilimanjaro	18 to 22months	8	3	2

Wobbler Botswana	20 to 25 months	9	2	2
Toddler Safari	2 to 2.5 years	9	3	2
Toddler Serengeti	2.5 to 3years	10	2	2
Junior Madagascar Preschool	2.5 to 3 years	9	3	2
Preschool Kenya	3 to 3.5 years	13	3	2
Preschool Zambeze	3.5 to 4.5 years	12	4	2

Day 1 - PM				
Room	Age range	No. of children	No. of Adults present	Adults required
Wobbler Baringo	12 to 15 months	8	2	2
Wobbler Masi Mara	15 to 18 months	8	2	2
Wobbler Kilimanjaro	18 to 22months	0	0	0
Cot room with Children from Wobbler Kilimanjaro	18 to 22months	8	2	2
Wobbler Botswana	20 to 25 months	9	3	2
Toddler Safari	2 to 2.5 years	9	2	2
Toddler Serengeti	2.5 to 3years	10	2	2
Junior Madagascar Preschool	2.5 to 3 years	7	2	2
Preschool Kenya	3 to 3.5 years	15	3	2
Preschool Zambeze	3.5 to 4.5 years	13	3	2

Day 2 - AM				
Room	Age range	No. of children	No. of Adults present	Adults required
Wobbler Baringo	12 to 15 months	8	3	2
Wobbler Masi Mara	15 to 18 months	7	2	2
Wobbler Kilimanjaro	18 to 22months	8	3	2

Wobbler Botswana	20 to 25 months	10	2	2
Toddler Safari	2 to 2.5 years	9	3	2
Toddler Serengeti	2.5 to 3years	11	2	2
Junior Madagascar	2.5 to 3 years	9	3	2
Preschool Kenya	3 to 3.5 years	14	3	2
Preschool Zambezi	3.5 to 4.5 years	13	4	2

with the person in charge and assistant manager present in a supportive role.

### 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;*
- (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

(h) Details of attendance of each preschool child were completed on a daily basis.

(k) Six accident and or incidents records reviewed where completed with all details of accidents or/and incidents involving pre-school children present.

#### Non-Compliance Information

(j) Three administration of medication forms were reviewed and two were not fully completed.

The following details were missing.

- One form did not include parental pre consent for the administration of medication to a child, details of the finish date of the medication administration and time for medication to be administered.
- One form did not have the details of the start and finish date of the medication administration.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

(j) All staff has been retrained on the Medication Administration Policy. Management will monitor the practice to ensure the policy is followed and the medication administration form is filled correctly.

### Supporting documentation submitted

(j) Twenty-seven training cards signed by staff to confirm training completed, submitted

### Summary Comment

Under Regulation 16, the non-compliance outlined above has been 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) Basic Needs

- On Day 1 of Inspection, the inspectors observed dinner at 11.40am which was lentil and tuna Bolognese with couscous. Water was available and accessible should a child require a drink, at mealtimes and throughout the day.
- Nappies were observed to be changed when required, and at set times and in accordance with the service policy and procedure.
- Children were provided with the opportunity of outdoor play.
- An allergy list was available in each care room and colour coded placements were used to remind staff of children who have allergies.

#### Supporting Relationships

- It was observed that adults promoted good communication with the children by delivering care at the child's level by sitting at the table with the children, promoting good communication between the adults and children.

- Respectful and positive interactions were observed between adults and children. The atmosphere in the service was relaxed and staff were familiar with the children.

### Physical and Material Environment

- In the Preschool Kenya room, age-appropriate play materials in defined areas of interest were available to include:
  - Home corner areas (kitchens with supporting play food and utensils, dolls, and buggies),
  - Construction areas (large wooden building blocks, plastic bricks building links, connect tubes, cubes with boards magnets),
  - Small world play (dinosaurs, animals, dolls house and furniture, small play people),
  - Sensory Play (sensory balls, rings and cubes, stones, corks, spools, bark wooden pieces, and circles and trunks and a sensory table for water play with supporting play equipment),
  - Rest areas were available in both care rooms to enable children to rest and take a break from activities, they consisted of soft matting, rugs, cushions, and books.
- In the Preschool Kenya room, art activities of Halloween Pumpkins and witches were being created by the children during the two days of inspection.
- Artwork was displayed on the walls in the care rooms and throughout the corridors of the service.
- The care rooms were used to display pictures of the children, their families and birthdays, this supported children's well-being and identity and belonging.
- The outdoor areas consisted of a soft artificial poured surface and a deep overhang provided shelter. This enabled the area to be used during inclement weather. The garden was divided into three distinct areas with a mobile sturdy fence.
- Play equipment available in the outdoor area was as follows: large plastic building bricks, seven trikes, one large climbing frame with one slide and activity centres present on the frame, one large climbing frame with two slides and activity centres present on the frame.

### Non-Compliance Information

#### Basic Needs:

1. On Day 1 of inspection, in the Wobbler Baringo room, it was observed at lunch time that children aged between the 12 and 15 months were not facilitated to self-feed their meal and develop their skills of coordination and independence.

#### Physical and Material Environment:

2. On Day 1 of the inspection, in the Wobbler Baringo room, at 11.08am, the low-level table and chairs were inaccessible to the children during free play between mealtimes, limiting the tabletop play opportunities, despite the children being of an age and stage of development to enjoy sitting at a table for an activity.
3. On day 1 and Day 2 of the inspection, in the Wobbler Botswana and the Toddler Serengeti rooms, children did not have free access to mark making materials such as crayons and pencils as they were only made available during adult led art activities This would be a developmentally appropriate activity for children between the ages of 20 to 36 months.

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

#### Corrective and Preventive Action

1. All staff has been retrained on the Healthy Eating Policy. Management will monitor mealtimes to ensure self-feed is occurring, which will develop coordination and independence.
2. The layout of the room was changed. The chairs are placed at the table, so the children have access and are supervised when showing interest to sit and play at the table. Staff also has been re-trained with Mealtime and Usage of Mealtime Chairs Policy.
3. Mark making materials were added to the Wobbler Serengeti and Toddler Botswana rooms. Mark materials will be continuously risk assessed to ensure the safe use of these materials and consistent access to these.

#### Supporting documentation submitted

1. Twenty-six training cards signed by staff to confirm training completed, submitted.
2. Photographic Evidence submitted and twenty-six training cards signed by staff to confirm training completed, submitted.
3. Photographic Evidence submitted

### Summary Comment

The non compliances outlined above under Regulation 19, have been 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:

- On the inspectors unannounced arrival at the service, access to the main door was monitored and controlled by staff to restrict unauthorised persons from gaining access to the premises and to prevent children from exiting the service unsupervised.
- The window restrictors were in use in the Wobbler Serengeti and Wobbler Botswana care rooms.
- All cleaning agents and sharp implements were stored safely and out of reach of children.
- The kitchen area was inaccessible to the children throughout the inspection.
- The outdoor area was secured with a surrounding wall which reduced the risk of unauthorised access.

#### Infection Control:

- Handwashing facilities for hand hygiene included liquid soap, and paper towels.
- Handwashing was observed after outdoor play, after nappy changing, after bathroom visits, after nose cleaning and before mealtimes.
- Nappy changing facilities were available for the children.
- Nappy changing was completed at set times or when required and in accordance with the service policy and procedure.

#### Administration of Medication:

- The administration of medication observed on Day 1 of inspection was completed for one child in accordance with the service policy and procedure and the medication was stored in a press beside the first aid box, out of reach of the children.

#### Safe Sleep:

- The sleep needs for children under 2 years of age, were facilitated with access to cots for sleep.
- All cots had washable / wipeable covers on the mattresses.
- The sleep needs of children over two years of age were met through the provision of low beds.
- Sleep checks were completed every 10 minutes by staff members during sleep time of children.

### Fire Safety:

- Fire exits were unobstructed throughout the inspection.
- Electronic Devices with attendance records were observed to be brought to the Spooky room for sensorial play and to the outdoor area which ensured all children could be accounted for in the event of a fire evacuation.

### Non-Compliance Information

#### General Safety:

1. On Day 1 and Day 2 of inspection, in the Preschool Kenya Room, thermostatically controlled hot water exceeded the recommended temperature of 43°C, leading to a risk of injury, the temperatures recorded were as follows:

Wash hand Basin (WHB)	Time	Water Temperature
Care room children's WHB	Day 1 at 11.03am	46.7 °C
Nappy Changing room WHB	Day 1 at 11.14am	50.0°C
Care room children's WHB	Day 2 at 10.47am	46.0°C
Nappy Changing room WHB	Day 2 at 10.55am	50.3°C

#### Safe Sleep:

2. On day 1 of inspection, in the Baringo room, staff did not document the temperature of the care room during sleep, this is not in accordance with the service safe sleep policy.

#### Fire Safety:

3. The daily attendance of staff in the service was not accurately reflected in the service attendance records, leading to a risk of safety in the event of evacuation. For example:
  - On Day 1 of inspection, 31 staff were present in the service however, seven full time staff and two parttime staff had not signed in on the attendance record.
  - On Day 2 of inspection, 31 staff were present in the service, 12 full time staff and four parttime staff had not signed into the attendance record.

### Action submitted by the Registered Provider

## Corrective & Preventive Action

### General Safety:

1. The temperature of the water in the nappy changing area and care room exceeded the recommended temperature. This was rectified on the 4<sup>th</sup> of November and now is at the correct temperature effective for handwashing. Water temperature in the sinks is checked daily and if any issues arise maintenance will be informed.

### Safe Sleep:

2. All staff have been retrained on Safe Sleep Policy and Procedure. Management will monitor checking the sleep room temperature records.

### Fire Safety:

3. Staff signing in when arriving to the centre and sign out when leaving the centre at the end of the shift.  
Management will monitor continued use of Staff sign in form.

## Supporting documentation submitted

### General Safety:

1. Photographic evidence of the works completed submitted.

### Safe Sleep:

2. Twenty-seven training cards signing by staff to confirm training completed, submitted.

### Fire Safety:

3. No evidence submitted.

## Summary Comment

Under Regulation 23, the non-compliances outlined above have been 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) The service provided evidence that four adults trained in First Aid Response were available at all times to the children attending the pre-school.
- (2) (a) and (b) Suitably equipped first aid boxes were available and was safely stored in an easily accessible and conspicuous position on the premises.

## Part VI - Safety

### Regulation 27 – Supervision

*A registered provider shall ensure that pre-school children attending the service are supervised at all times.*

### Compliance Information

During the two-day inspection, the inspectors observed appropriate supervision in place. The staff members interacted with children on a continual basis and were aware of the children. Staff were observed to position themselves appropriately in both the indoor and outdoor areas to supervise the children.

Children were observed to be supervised in the cot rooms during sleep, in the care rooms and when moving through the corridors to the Spooky indoor sensory play area and to the outdoor play area.

### Part VIII - Notifications and Complaints

#### Regulation 31 - Notification of incidents

*A registered provider shall notify the Agency in writing within 3 working days of becoming aware of any of the following incidents occurring in the preschool service:*

*(d) a serious injury to a pre-school child while attending the service that requires immediate medical treatment by a registered medical practitioner whether in a hospital or otherwise;*

#### Compliance Information

(d) The service notified the Agency in writing within 3 working days of becoming aware of an incident that occurred in the service.