

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015FL139			
<b>Name of Service:</b>	Kidz Zone			
<b>Address of Service:</b>	Mulhuddart Community Centre, Church Road, Dublin 15, Co. Dublin			
<b>Eircode:</b>	D15 R2VF			
<b>Name of Registered Provider:</b>	Ciara Morris			
<b>Service type:</b>	Full Day, Part Time, Sessional			
<b>Date of Inspection:</b>	22/11/2023			
<b>No of pre-school children:</b>	AM	19	PM	10
<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			
<b>Title:</b>	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

Kidz Zone is a community childcare service located in Mulhuddart, Dublin 15. The service provides full day, part time and a sessional service for children aged 2 to 5 years and is open from 8.45am-4.30pm weekdays.

The service operates from Mulhuddart local community centre and it consists of two care rooms in the morning and one care room in the afternoon. The Toddler room is located within the community centre and caters for children between 2 to 3 years in the morning and caters for children between 2 to 5 years in the afternoon. The Early Childhood Care and Education (ECCE) room is located in a prefabricated building beside the community centre and provides care for children between 3 years to 5 years in the morning and is not in use by the service in the afternoon. The service has two outdoor play areas, a playground and a football pitch with an artificial grass surface which children have access to on daily basis for outdoor play.

### Staffing

There were 9 adults present on the day of inspection, of which, four adults were working directly with the children with one adult employed under the community employment scheme and three students. The registered provider was supernumerary and provided support during busy periods and covered rostered breaks.

### 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/ premises and facilities. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under the regulations.

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

Regulation 11 Staffing Levels (1)(2),

Regulation 15 Record of a Preschool child (1) (a to i),

Regulation 21 Equipment and Materials,

Regulation 22 Food and Drink,

Regulation 25 First Aid (1) (2),

Regulation 26 Fire Safety Measures (1) (a) (b) (4)

however, on inspection additional non-compliance which posed a risk was identified under Regulation 8 – Notification of change in circumstances and under Regulation 23 Safeguarding Health, Safety and Welfare of child, These findings are outlined within the relevant regulations within this report.

The scope of the inspection was the two care rooms of the service.

Inspection findings are documented in the inspection report which is first issued in draft format to the service with an opportunity to respond to any findings. Where statutory requirements are identified as not being met, the registered provider must demonstrate how they have rectified the non-compliance and will prevent any non-compliance from re occurring. The Corrective Action and Preventive Action plan (CAPA) will be used to inform decisions about compliance with regulatory requirements. Where the registered provider fails to meet the statutory requirements an escalation process may be commenced.

The inspectorate reserves the right to edit responses received for reasons including clarity, completeness and compliance with administrative and legal processes.

The contents of the report are compiled by the inspectorate body.

## Acknowledgments

The inspector wishes to acknowledge the cooperation of the registered provider, the staff members 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.*

*(2) A registered provider of 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 7 days before it is proposed that the change would take effect.*

*(3) Where a registered provider has been unable for good and proper reason to notify the Agency within the time specified in paragraph (1) or (2), as the case may be, of a 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), the registered provider shall notify the Agency in writing of the change as soon as possible thereafter.*

#### Non -Compliance Information

- (1) The service is currently registered to operate as a fulltime, part-time and sessional service from 8.45am to 4.30pm. On the day of inspection, the registered provider confirmed to the inspector that the service is in operation from 8.45am to 5pm. The service was operating outside their registered hours of operation.

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

##### Corrective and Preventive Action

- (1) The Registered Provider submitted a change in circumstances form to the Agency and a change in the registered hours of operation was approved from 8.45am to 4.30pm to 8.30am to 5.00pm.

##### Supporting documentation submitted

- (1) Photographic evidence.

#### Summary Comment

Under regulation 8, the non-compliance outlined above has been addressed.

### Part III – Management and Staff

#### Regulation 9 – Management and recruitment

*(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

(2) During the Inspection, the files of nine adults were reviewed to include three students and one adult on a community employment scheme.

(a) Two written and validated references were available for one adult from a past employer.

One written and validated reference was available for four adults from a past employer.

(b) Two written and validated references were available for four adults from a source other than from a past employer.

One written and validated reference was available four adults from a source other than a past employer.

(c) Garda vetting was available for nine adults.

(d) Police vetting was available in respect of three staff members from three different countries who had lived outside the jurisdiction for longer than six months as an adult.

(4) The qualifications of six adults were reviewed. Evidence available demonstrated that six adults 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 (DCEDIY).

### 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) On the day of inspection, there was adequate number of adults working directly with the children as there were three adults working with 19 children in the morning and two adults working with ten children in the afternoon.

(2) The correct adult/child ratio was maintained in the service as follows:

In the morning:

- Toddler room – 1 adult to 5 children aged between 2 to 3 years.
- Preschool room – 2 adults to 14 children aged between 3 to 5 years.

In the afternoon:

- Toddler room – 2 adults to 10 children aged between 2 to 5 years, with the registered provider present in a supportive role

### 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.*

## Non-Compliance Information

(1) The records of 26 pre-school children were reviewed, 15 records were found to be incomplete as follows:  
The following details were not completed on some of the registration forms.

- (b) The date on which the child first attended was not completed on nine forms.
- (e) Authorisation for whom has permission to collect the child was not completed on four forms.
- (h) record of immunisations, if any, received by the child was not completed on eleven forms.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

- (b) The date on which the child first attended has been completed on the nine forms.
- (e) Authorisation for whom has permission to collect the child has been completed on the four forms.
- (h) Record of immunisations, if any, received by the child has been completed on eleven forms.

A checklist has been created to go in the child registration file to be completed on return of the child's record form to ensure all sections are fully completed.

### Supporting documentation submitted

- (b) (e) (h) Photographic Evidence of forms completed and a copy of the checklist introduced, submitted.

## Summary Comment

The non compliances outlined above, under Regulation 15, have been addressed.

### 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 layout of the care rooms promoted independent access to activities, equipment and materials, children’s toys and equipment were accessible for children to choose their own work.
- There was a sufficient number of low tables and chairs to accommodate children whilst they played and ate in each care room.
- Age-appropriate play materials in defined areas of interest were available in the care room to include:
  - Home corner areas (kitchens with supporting play food and utensils, hair dressing and supporting equipment, dolls, dolls clothes and supporting equipment, shop with supporting equipment, work bench with supporting tools),
  - Construction areas (wooden blocks plastic bricks, stickle bricks, magnetic squares),
  - Small world play (trains and train tracks, cars trucks and road map floor mat, dolls house and furniture, farm with supporting equipment, small play people, animals, dinosaurs, truck, digger),
  - Tabletop activities (wooden puzzles and jigsaws),
  - Sensory play (Sand tray with sand and supporting equipment, Water tray with supporting equipment, playdough with supporting equipment),
  - Art area (Black boards with chalk, Paper, colouring pencils, Art easel),
  - Soft floor mats with cushions were available for relaxation and rest when required by the children.
- Artwork of mermaids, dinosaurs and free painting created by the children was displayed in the Preschool room.
- The enclosed outdoor play areas consisted of a outdoor area of soft artificial surface off the Toddler room with a slide and sand pit, a grass surface area for the Preschool room with a slide, tables and chairs, four tyres and a water and sand pit. A playground with a tarmac surface consisted of two climbing frames with slides, two swing sets, a merry go round, a see saw, two sit-on rocking springs and a bench and a football pitch with an artificial grass surface were available to the service also. The children had access to outdoor play during the inspection.

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

### Regulation 22 – Food and drink

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

#### Compliance Information

Morning snack at 11.30am was brought from home by the children consisting of fruit, rice cakes, sandwiches, crackers, and yogurts. Breakfast available to the children in the morning, dinner served at 1pm and afternoon snack at 3pm are provided by the service. For dinner at 1pm, the children were provided with a hot meal of pasta with tomato sauce, at 3pm afternoon snack of yogurt and fruit was served to the children. Extra portions of food were made available to the children if required. Water was available at mealtimes and between meals should a child require a drink.

## 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.*

#### Non-Compliance Information

##### General Safety:

1. The attendance books did not accurately reflect the children in the care rooms. This posed a risk to the safe evacuation of children in the event of an emergency. For example;
  1. No attendance record was completed for one child who was present in the toddler room from 9am to 12pm.
  2. At 1.15pm, the attendance records of the preschool room, were not updated to demonstrate that three children left the service at 12pm and for four children that left the service at 1.00pm.
  3. During outdoor play between 12pm and 1pm, staff from the Preschool room did not retain the room attendance record book during outdoor play in the football pitch.
  4. Trailing flexes were within reach of the children, leading to a risk of injury, as follows;
    1. In the preschool room from an air filter machine and from a heater.
    2. In the toddler room from an air filter machine.

3. In the toddler room at 1.53pm, two children aged between 2 and 3 years 2months were given a bottle to drink while lying down on a low bed in a darkened room, this practice leads to a risk of choking.

**Infection Control:**

4. In the preschool room, there was a mop and bucket stored in the sanitary facility, this leads to poor infection control.

**Safe sleep**

5. In the toddler room at 13.55pm, the temperature of the care room while ten children aged between 2 and 5 years slept was recorded as 23.7° C. This exceeds the recommended temperature of between 18 and 22 ° C.

**Action submitted by the Registered Provider**

**Corrective & Preventive Action**

**General Safety:**

1. The service purchased new attendance books for both groups as there has been a change to the groupings of children, which led to one child not being signed in at all. All attendance books have been updated with the correct groupings. At the staff meeting held 23<sup>rd</sup> November 2023, the attendance records procedure was added to the agenda, it was highlighted the need for carrying the attendance records to the various outdoor spaces and signing children out at they leave the creche. Spot checks when staff are outside that they have brought the attendance records with them.
2. All trailing flexes have now been secured from both air filters and the heater. Checking trailing flexes has been added to the centres risk assessment.
3. The service has created a dedicated area, in a supported soft area supervised by the practitioners, where the children can drink their bottles before the lights go off at sleep time.

**Infection Control:**

4. The mop and bucket have been taken away and stored in the sluice room. Staff meeting held 23<sup>rd</sup> November 2023 discussed what cleaning items can be kept in room and what needs to be stored in sluice room.

### Safe Sleep:

- To ensure the room does not get too hot, staff will open sky lights before nap time and the service has altered the timed heating so it is not too hot. In January 2024 the service installed new motorised windows, which will be motorised to open, so they can open safely even when the children are sleeping and the service purchased a new wall thermometer that alarms when the room goes out of recommended sleep room temperature.

### Supporting documentation submitted

#### General Safety:

- Copy of agenda for staff meeting held 23<sup>rd</sup> November 2023 submitted.
- Photographic evidence submitted.
- Copy of agenda for staff meeting held 23<sup>rd</sup> November 2023 and photographic evidence submitted.

#### Infection Control:

- Photographic evidence submitted.

#### Safe Sleep

- Photographic evidence submitted

### Summary Comment

The non compliances outlined above, under Regulation 23, 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

- The service provided evidence that three adults trained in First Aid Response were available at all times to the children attending the pre-school.
- (a) and (b) A suitably equipped first aid box was available and were safely stored in an easily accessible and conspicuous position in each classroom.

## Part VI - Safety

### Regulation 26 - Fire safety measures

- (1) A registered provider shall ensure that a record in writing is kept of-*
- (a) any fire drill that takes place in the premises, and*
  - (b) the number, type and maintenance record of fire fighting equipment and smoke alarms in the premises.*
- (4) A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the premises.*

### Compliance Information

- (1)(a) A written record was available of the fire drills completed in the service. The last recorded fire drill took place on the 31 October 2023.
- (b) A record was available of the number, type, and maintenance of the firefighting equipment which were last serviced June 2023 and for the number, type and maintenance of the mains powered smoke alarms in the premises, which were last serviced on the 23 June 2023.
- (4) A notice of the procedures to be followed in the event of a fire was conspicuously displayed on the premises