

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015FL200		
Name of Service:	Luttrell House Creche		
Address of Service:	Carpenterstown Road, Castleknock, Dublin 15, Co. Dublin		
Eircode:	D15 RX31		
Name of Registered Provider:	Phil Kelly		
Service type:	Full Day, Part Time		
Date of Inspection:	19/08/2024		
No of pre-school children:	AM	51	PM 47
Address of the Early Years Inspectorate:	Early Years Inspectorate, Child and Family Agency, Unit 4&5 Nexus Building Block 6A, Blanchardstown Corporate Park, Dublin 15		
Inspection undertaken by:	Á Dunne , E Hosford		
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.		

Description of service

Luttrell House Creche is a full day care service located in Castleknock, Dublin 15. The service is open from Monday to Friday between 7.45 am and 6.00pm and cares for children aged between 0 and 6 years. The premises is a two-storey building with five care rooms, three on the ground floor – Toddler room, the Playschool room, the Montessori downstairs room, with a kitchen, a dining room and a designated Toddler sleep room. There are two care rooms on the first floor - the Junior Montessori room and the Preschool room with an office and a staff room. The outdoor play area, divided into four distinct areas is available to the children to the side and rear of the premises.

Staffing

On the day of Inspection, there were 13 adults present - the registered provider and the deputy designated person in charge, 10 staff members working directly with children and one auxiliary staff for cooking and cleaning.

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 regulations as follows:

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

Regulation 11 Staffing Levels (1)(2)(8)(a)

Regulation 16 Record in relation to Pre- School Service (i)(j)(k)

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

Regulation 23 Safeguarding Health, Safety and Welfare of child

Regulation 29 Premises

A sampling process was used to assess compliance under Regulation 16 Record in relation to Pre- School Service, Regulation 19 Health, Welfare and Development of Child (1)(a), Regulation 23 Safeguarding Health, Safety and Welfare of child and Regulation 29 Premises. The scope of the inspection included the Toddler room and the Playschool rooms.

The files of three new staff who had commenced employment in the service since the last inspection in August 2023 were reviewed and the Garda vetting disclosures for 11 staff employed prior to the August 2023 inspection were reviewed. The adult child ratios were assessed across the five care rooms during the inspection.

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

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

It was confirmed by the registered provider that three new staff members have been employed in the service since the last inspection.

The files of the three adults were reviewed as part of the inspection.

In addition, garda vetting disclosures were reviewed for all adults employed.

(2)(a)(b) Six written and validated references were available in relation to the three adults.

(c) Garda vetting disclosures were available for 14 adults employed. The service also demonstrated compliance, with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Police vetting was available for the three adults who had lived outside the State for longer than six months as an adult.

(4) Documentation was available to show that the three 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 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.

(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.

at that reference number is satisfied.

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

(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,

Compliance Information

(1) On the day of inspection, there were 10 adults working with 51 children in the morning and 9 adults working with 47 children in the afternoon.

(2) The minimum adult to child ratio was maintained throughout the inspection.

The adult child ratios during the morning session were maintained as follows;

Toddler room: 2 adults to 7 children aged between 1 years to 2 years.

Playschool room: 2 adults to 11 children aged between 2 years to 3 years.

Downstairs Montessori room: 2 adults to 7 children aged between 2 years 6 months to 3 years 6 months.

Junior Montessori room : 2 adults to 10 children aged between 3 years to 3 years 6 months

Preschool room: 2 adults to 16 children aged between 3 years 6 months to 4 years 6 months

with the deputy designated person in charge present to support break cover and nappy changing.

The adult child ratios during the afternoon session were maintained as follows;

Toddler room: 2 adults to 7 children aged between 1 years to 2 years.

Playschool room: 2 adults to 10 children aged between 2 years to 3 years.

Downstairs Montessori room: 2 adults to 7 children aged between 2 years 6 months to 3 years 6 months.

Junior Montessori room : 1 adults to 8 children aged between 3 years to 3 years 6 months

Preschool room: 2 adults to 15 children aged between 3 years 6 months to 4 years 6 months

(8)(a) The registered provider ensured that two adults were always present on the premises.

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:

- (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

- (i) Staff roster was available demonstrating hours each staff worked, when they took their breaks and what staff covered these breaks if required.
- (j) On review of 10 medicine administration records, each record was completed in full demonstrating medicine administered to a preschool child attending the service with signed parental consent.
- (k) On review of nine accident / incident records, each record was completed in full demonstrating details of each accident, injury or incident involving a preschool child attending the service.

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:

- The service provided meals and snacks at regular intervals and one hot meal to the children. On the day of inspection, the inspectors observed; morning snack of fruit at 10am, dinner at 11.30am of chicken with vegetables on rice or potatoes, supplied by an external catering company, prepared in the kitchen of the service. Staff informed the inspectors that an afternoon snack is served at 3pm of soup. toast and yogurt. Water was available in each care room for the children to drink.
- Nappy changing and toilet visits were completed at set times and as needed to ensure each child's comfort

- Children’s need for sleep and rest were met through the provision of comfortable rest areas available. Cots and low beds with individual bedding were available to the children who required sleep and the rooms were darkened to provide for a restful environment.
- Children from all care rooms were observed to enjoy outdoor play during the inspection, in the four outdoor areas to the side and rear of the service.

Supporting Relationships

- Staff supported childrens care needs and during play with good communication skills, aiding language development of the children.

Physical and Material Environment

- The rooms were bright and inviting play spaces.
- The toys, equipment and play materials were easily accessible and visible to the children, this nurtured children’s independence,
- The care rooms were laid out with a range of materials and toys that were suitable to the age and stage of development of the children. The toys, equipment and play materials were easily accessible and visible to the children, this nurtured children’s independence, ability to make decisions, enabling exploration and develop their play opportunities.
- The furniture provided in each care room was low level and suitable to the needs and age of the children. There were sufficient number of low tables and chairs to accommodate children whilst they played and ate in each care room.
- Displays of pictures of the children who were attending with their families and displays demonstrating the children’s birthdays were displayed on the walls in each care room in the service which supported children’s identity and belonging.
- Cosy areas with couches, soft mats and cushions for rest and relaxation were present.
- The enclosed outdoor play area was available for the children which consisted of four areas; three with artificial soft ground surface and one with artificial grass surface with a goal and footballs. The equipment and toys available included climbing frames with a slides, playhouses, table and chairs for outdoor tabletop activities, sandpits with sand, rocking horses, loudspeaker toys, ride on cars, ride in cars, seesaws, trikes.

Non-Compliance Information

(1)(a) Basic Needs:

1. During dinner time at 11.30am, the following was observed:
 - In the Toddler room and Playschool room, children had to wait for their dinner to be served, as the food arrived to the care rooms at a temperature that was not suitable for consumption by the children. As a result, the children had to wait, while staff endeavoured to cool the food by stirring. Children in the Toddler room became upset by crying while waiting, this does not promote a relaxed environment at dinner time.
 - In the Toddler room, additional food was not offered to the children by staff or made readily available for the children at dinnertime.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

1. The staff member who has responsibility for bringing meals to the children has been made aware of this observation and has committed to ensuring meals are at the correct temperature before bringing to the classroom. Additional portions of food will be left in the classroom in case children ask for a second helping. Training and Supervision will continue by the manager.

Supporting documentation submitted

1. Signed Training Record.

Summary Comment

Under Regulation 19, the non-compliance outlined above, has 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 unannounced arrival at the service by the inspector, the entrance door leading into the premises was appropriately secured to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access to the premises throughout the inspection.
- A weekly roster reflected the staff present in the service.
- The kitchen area was inaccessible to the children throughout the inspection.
- Blind cords were secure on windows in the service
- The outdoor area was enclosed securely, and the outdoor play equipment and materials were observed to be safe and suitable for use by the children, to include secure foam padding present on six poles of both metal loudspeaker toys.
- No trailing flexes were observed throughout the service.

Infection Control:

- The service was maintained in a clean and hygienic condition throughout, with the premises and equipment observed to be visually clean.
- Handwashing facilities for hand hygiene to include warm water, liquid soap and paper towels were available.
- The doors between of the sanitary facility, between the downstairs Montessori room and the Playschool room were observed to be closed during the inspection.
- Nappy changing facilities were available and nappy changing was completed for the children, at set times or when required in accordance with the service policy.
- Soothers used within the service were individually labelled and staff confirmed that soothers were sterilised after use daily in the kitchen, which reduced the potential risk of cross infection.
- Laundry was completed weekly in the service.

Safe Sleep:

- The sleep needs for children under two years of age were facilitated with access to cots for sleep.
- The sleep needs of children over two years of age were met through the provision of low floor beds.

- Shoes and heavy clothing were removed from children while they slept.
- Children were provided with cellular blankets for sleep.

Non-Compliance Information

General Safety:

1. The record of attendance for each room did not accurately reflect the children in the room, this reduced the effective evacuation of children in the event of an emergency. For example.
 - At 11.00am it was observed by the inspector that there were seven children present in the Toddler room, however only six were recorded as being in attendance. The child's attendance was still not recorded at 14.29pm.
2. In the Toddler room, the low-level glass windows of the patio doors had no visibility strips for the children aged one to two years, leading to a risk of injury.

Infection Control:

3. In the Toddler room, a staff member was observed twice, putting their finger into bowls of dinner to check if it was a suitable temperature for consumption by a child, this is poor infection control.
4. In the Toddler nappy changing room, the pedal of the nappy bin was broken, staff were observed to use their hands to open the lid of the bin for nappy and paper towel disposal, leading to poor infection control.
5. In the dining room used as a sleep room, the floor beds were not positioned 50cm apart, leading to poor infection control.

Safe Sleep:

6. In the Downstairs Montessori room, while three children slept on low floor beds, the following was observed:
 - The temperature of the room was not noted on the sleep records by staff. The inspector measured the temperature of the room and recorded at 12.50pm and found the temperature to be 22.5 °C, this is above the recommended sleep room temperature of 18°C to 22°C for children over the age of 1 year. This posed a risk of sleep safety.
 - While it is acknowledged that 10-minute visual sleep checks were completed on each child by staff, the sleep records were not accurate as the colour, position and breathing of each child was not recorded at every 10-minute sleep check, instead position was noted at the start of sleep and colour and breathing of each child is noted at the end, this is at variance to safe sleep guidelines.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. Management is continually training staff on ensuring that children are recorded at the time of entering and leaving the premises, and this also forms part of their 'Fire Safety Training'. On the day that Tusla visited the service had a new staff member in the room and they just forgot to record the child sleeping. This has been discussed with the staff members and Management have emphasised the importance of recording children on the premises to ensure their safety at all times.
2. Visibility strips have been added to the windows and all windows have been checked and visibility strips are visible.

Infection Control:

3. The staff member was spoken to and received further training in the Infection Control Policy again and completed a Food Safety course. All staff are continually trained on Food Safety.
4. A replacement bin order was completed. Staff are wearing gloves and washing hands and observing infection control policy. A spare bin will be retained on-site.
5. The floor beds have now been rearranged to be 50cm apart and staff have been notified of this requirement and use a reference picture for setting up.

Safe Sleep:

6. The temperature of the room is now recorded by the staff and will be adjusted to keep within recommended sleep room temperature of 18°C to 22°C. The sleep record form also includes an up-to-date record for colour, position and breathing of each child.

Supporting documentation submitted

General Safety:

1. Signed Training Record.
2. Photographic Evidence.

Infection Control:

3. No evidence submitted
4. No evidence submitted
5. Reference picture of bed lay out.

Safe Sleep:

- 6. Copy of updated sleep record.

Summary Comment

Under Regulation 23, the non-compliances outlined above have been addressed.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

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

- (c) kept adequately lit, heated and ventilated*
- (d) cleaned, maintained and repaired, as required,*

Compliance Information

(c) Adequate ventilation was available in the nappy changing area between the Playschool room and the Montessori downstairs room.

Non-Compliance Information

(d) In the Toddler room, the Playschool room and the Preschool room, taps were loose and not secure in their attachment to the sink, reducing the independence of children to operate the tap. This was a non-compliance on the last inspection August 2023 and the corrective / preventative action has not been sustained.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(d) The taps have been tightened with a new adhesive and the maintenance schedule for taps has been increased given the propensity for these to loosen over time and use.

Supporting documentation submitted

(d) No evidence submitted

Summary Comment

The non-compliance outlined under Regulation 29, has been addressed.