

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015FL313
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<b>Name of Service:</b>	The Toddle Inn
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<b>Address of Service:</b>	Unit 3A Century Business Park, St Margaret's Rd, Finglas, Dublin 11, Co. Dublin
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<b>Eircode:</b>	D11 K16N
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<b>Name of Registered Provider:</b>	Shermaine Gaffney & Joy Sherlock
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<b>Service type:</b>	Sessional
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<b>Date of Inspection:</b>	16/05/2023
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<b>No of pre-school children:</b>	AM	16	PM	0
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Child and Family Agency, 2 <sup>nd</sup> Floor, Unit 4&5 Nexus Building Block 6A, Blanchardstown Corporate Park, Dublin 15.
<b>Inspection undertaken by:</b>	M Foley
<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).

<b>Conditions if applicable</b>	Not applicable.
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### Description of service

The service is located on the 1st floor of Unit 3a in a Business Park in Finglas.

The care room is large and bright and can accommodate a maximum of 22 children. The service is registered as a sessional service and participates in the early childhood care and education (ecce) scheme. The service caters for children aged from 2 to 6 years old.

The service is registered to operate from 9.30 to 12.30, 9.30 to 1pm and from 1 to 4 pm.

### Staffing

The service employs 5 childcare staff including 2 registered providers.

The registered providers work directly with the children, and one of the registered providers was present when the inspector arrived to carry out an unannounced inspection.

### 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 and safety. The inspections may also focus on other areas as required.

The inspection focused on an examination of compliance under regulation 9 (2) & (4), regulation 11 (1) & (2), regulation 15 (a) to (i), regulation 21, regulation 23, regulation 25 (1), and on inspection additional non-compliance in regulation 8 was identified. These findings are outlined within the relevant regulation within this report.

A sampling process was used to assess compliance under regulation 15.

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

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

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

## Acknowledgments

The inspector wishes to acknowledge the cooperation of the registered provider, staff and children who were present on the day of the inspection.

### Part III – Management and Staff

#### Regulation 9 – Management and recruitment

*(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

The files for 5 staff members who work at the service were reviewed. This included the files of both registered providers.

(a) Three staff members had 1 validated written reference from a past employer available for inspection.

(b) Two staff members had 2 validated written references from a source other than a past employer available for inspection.

Three staff members had 1 validated written reference from a source other than a past employer available for inspection.

(c) The required garda vetting documentation was available for inspection in each of the 5 files reviewed.

(d) On review of the files, it was noted that international police vetting was not required.

(4) Each staff members file had documentary evidence to show that each held a major award in Early Childhood Care and Education at Level 5 and above on the National Qualifications Framework.

### 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) There was an adequate number of adults working directly with the children on the day of inspection.

There were 16 children attending a sessional service being cared for by 3 staff members.

(2) The minimum ratio of adults to children specified was maintained.

### 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.*

#### Compliance Information

(1) The files of 10 children currently attending the service were reviewed.

The information required to address (a) to (i) above was available on each file.

### 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 care room was laid out with many areas of interest and each area was well equipped with appropriate toys and equipment to facilitate role play, sharing and learning.

There was a home area, an arts and crafts area, a construction area, a rest and relaxation area, a library area, an exercise area and an adequate number of low-level tables and chairs available for tabletop activities and for snack time.

Children were free to move from planned activities to other areas as they wished. For example, during tabletop activities such as matching cards, making jigsaws, using blocks to create structures and learning about counting, two children went to the rest area to read books, staff facilitated this, and they were observed returning freely to their table to re-join activities.

Staff were observed sitting with the children, chatting with them about their activity and providing supervision and support as needed.

### 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 located near the main entrance door was securely fenced and staff were observed providing supervision and support as needed. The children and staff were in the outdoor area when the inspector arrived, and the children were observed enjoying this space.

The toys and equipment in place were suitable for the age profile attending the service and were in good repair.

##### Infection Control:

The toys, equipment and furniture in the care room was well maintained and visibly clean.

High openable windows were open, and the room was well ventilated.

There were 2 fridges in the care room. Lunches with perishable foods were placed in the fridge until needed.

### Non-Compliance Information

#### Infection Control:

1. There was no warm water in the sanitary areas. Water temperature was 14.3 degrees at 11.52 am.
2. Two wall tiles were placed on the floor in the 1<sup>st</sup> toilet area waiting to be reapplied to the wall after repair work was carried on the plumbing system. The area needs to be repaired so as to support effective cleaning of the surface.

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

#### Corrective and Preventive Action

#### Infection Control:

1. Booster button lasts 3 hours, time of first press will be noted and alarm set to ensure it is pressed again to ensure constant supply of hot water.  
A member of staff will ensure the booster button for the hot water supply is pressed at the correct time.
2. Tile will be refitted to the wall over the weekend to allow time for drying before the children have access.  
All tiles will be checked at this time and added to the risk assessment.

### Summary Comment

The non-compliance outlined in regulation 23 was addressed through corrective and preventive actions taken by the registered provider.

## 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) There were 3 First Aid Responder (FAR) certificates with an expiry date of August 2024 available for 3 staff members who work directly with the children.

(2)(a) & (b) The first aid box was easily accessible and available if needed.

## 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) Opening times differed from the times the service is registered for.

The service is registered to operate from 9.30 to 12.30, 9.30 to 1pm and 1 to 4 pm daily, however the service is currently operating from 9.15 to 12.15, 9.15 to 12.45 and 12.45 to 3.45pm daily. A change in circumstances application is required to be submitted to the registration department.

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

#### **Corrective and Preventive Action**

A change in circumstances (CIC) form has been submitted to the relevant department [cic.eyi@tusla.ie](mailto:cic.eyi@tusla.ie).

#### **Supporting documentation submitted**

A copy of the CIC application was submitted.

### Summary Comment

The corrective action taken by the registered provider will address the non-compliance identified.