

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015FL314		
<b>Name of Service:</b>	The Village Creche		
<b>Address of Service:</b>	St Anne's Square, Portmarnock, Co. Dublin		
<b>Eircode:</b>	D13 P466		
<b>Name of Registered Provider:</b>	Brenda Rooney, Kelly O'Reilly		
<b>Service type:</b>	Full Day, Part Time, Sessional		
<b>Date of Inspection:</b>	16/05/2023		
<b>No of pre-school children:</b>	AM	42	PM 22
<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, 181-189 Lakeshore Drive, Airside Business Park, Swords, Co. Dublin K67 Y5C6.		
<b>Inspection undertaken by:</b>	AM Coyle and S Cully		
<b>Title:</b>	Early Years Inspectors		
<b>Authority to Inspect</b>			
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		

### Description of service

The Village creche is an Early years' service which is located in Portmarnock, Co Dublin which is registered to accommodate pre-school children from 0 to 6 years of age on a sessional, part-time and full day care basis, in addition to school age children aged up to 12 years. The service is registered to operate from 7.30am to 6pm each weekday, with eligible pre-school children facilitated to participate in the Early Childhood Care and Education (ECCE) scheme from 9.00am – 12.00pm daily for 38 weeks annually. The service is located in a 2-storey converted residential property with 5 care rooms in operation. The Baby room, Tweenie room and Montessori room 1 are located on the ground floor of the service and the Pre Montessori room, Montessori room 2 and Montessori room 3 are located on the first floor, the Pre Montessori room was not operational on the day of inspection. There are 2 enclosed outdoor spaces in the service, one located to the front of the service and the second area is located to the rear of the service. A separate sleep room is located on the ground floor.

### Staffing

There are 8 staff members employed in the service including the 2 registered providers both of whom work directly with the children in addition to managing the day-to-day operations of the service. A student on work experience placement was present in the service on the day of 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/ safety/ premises and facilities. The inspections 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.

## Acknowledgments

The inspectors wish to acknowledge the cooperation of both registered providers, staff and children who were present on the day 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

(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 registered providers were the designated persons in charge of the service and there was a named person available to deputise in the absence of the registered provider when required.

(b) One of the registered providers was present in the service when the inspectors arrived unannounced to the service and was present in the service for the duration of the inspection.

Following a review of previous inspection records and in discussion with the registered provider, the inspectors were informed that 3 staff members had commenced working in the service since the last inspection on 28/07/2022. The files maintained for these 3 staff members and the student who was present in the service were reviewed and the following documentation was available.

(2)(a) & (b) Two written, validated references were available for the 3 staff members whose files were reviewed.

- (a) Four references were from past employers.
- (b) Two references were available from a source other than a previous employer.
- (c) Garda vetting disclosures were available for the 3 staff members and the student whose files were reviewed.
- (4) Two staff members whose files were reviewed and who work directly with children in the service and each held appropriate childcare qualifications on the National Framework of Qualifications or a qualification deemed by the Minister to be equivalent.

### Non-Compliance Information

- (2)(a) & (b) The registered provider did not ensure the following vetting documents were available.
  - There were no validated written references available for the student who was present in the service.
- (d) International police vetting was not available for 1 staff member who had resided outside of the Irish jurisdiction for more than 6 consecutive months as adult.
- (4) One staff member whose file was reviewed and who works directly with children in the service did not hold an appropriate childcare qualification on the National Framework of Qualifications or a qualification deemed by the Minister to be equivalent.

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

#### Corrective Action

- (2)(a) & (b) Manager has 2 written references on file for the student.
- (d) International police vetting was obtained for the staff member, who had resided outside of the Irish jurisdiction for more than 6 consecutive months as adult.
- (4) Staff member in question has now applied for a FETAC level 6 with portobello college starting in September 2023. This award is recognised by the National Framework of qualification. She is working closely with afterschool children at present.

#### Preventive Action

- (2)(a) & (b) Manager will monitor the staff files more closely.
- (2)(d) Manager will make sure international police vetting for each staff is sufficient going forward.

(4) Manager will monitor all their staff that work closely with children that their qualifications are up to date and within the National Framework of qualifications.

### **Supporting documentation submitted**

Two validated written references for the student in the service.

International police vetting for one staff member.

Written confirmation of staff member commencing Level 6 course in September 2023.

### **Summary Comment**

The evidence submitted by the registered provider in relation to regulation 9 – Management and recruitment has been reviewed and accepted.

## **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.*

*(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 was an adequate number of staff members working directly with the children attending the service.

(2) The adult to child ratio was correct in the service when the inspector arrived unannounced and remained so throughout the inspection.

The following adult to child ratios were observed during the inspection:

- In the Baby room there were 4 children aged 15 months to 1 year 7 months being cared for by 1 staff member.

- In the Tweenie room there were 5 children aged 2 years 10 months to 1 years 10 months being cared for by 1 staff member.
- In Montessori room 1 there were 11 children aged 4 years 3 months to 3 years 1 month being cared for by 1 staff member.
- In the Montessori room 2 there were 7 children aged 3 years 7 months to 4 years being cared for by 1 staff member.
- In the Montessori room 3 there were 15 children aged 3 years 9 months to 5 years being cared for by 2 staff members one of whom was employed under the access and inclusion model.
- The Pre-Montessori room was not in use on the day of inspection.

(8)(a) The registered provider ensured that 2 adults were present on the premises at all times.

### 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) The following observations are examples of how each child's learning, development and well-being was facilitated within the daily life of the service:

##### Basic needs:

- The service provides all meals and snacks to children attending the service on a full day care basis. Mealtimes were unrushed and the children in the Baby and Tweenie room were given the opportunity to self-feed with assistance provided as required. The Early years practitioners throughout the care rooms sat with the children while they ate encouraging conversation and promoting a social and relaxed atmosphere.
- The children's nappies were changed at scheduled times and more frequently as required the Early years practitioners were observed to engage with children warmly throughout the procedure. Children who were toilet trained used the toilet independently with support provided as required.

- Comfortable rest areas comprising of soft mats, cushions and appropriately sized couches were provided in the care rooms should the children chose to take a break from activities during the day. A separate sleep room was available adjacent to the Baby room on the ground floor where the children in the Baby room were placed to sleep after their dinner. The children aged over 2 years attending the Tweenie room slept on sleep mats on the floor of the care room with the children aged less than 2 years having access to a cot in the sleep room. The practitioners in the Baby room stated that if the children required sleep at other times this was facilitated.
- The Early years practitioners throughout the service approached children's behaviour in a calm and positive way and supported children in problem solving activities. There was an emphasis on praise and encouragement to promote positive behaviour.

### **Supporting relationships around children:**

- In all the care rooms the early years practitioners were observed to be warm and kind to the children in their care. The children were very familiar with the practitioners and sought them out for support and guidance as they required it.
- The Early Years practitioners displayed a positive attitude to teamwork and were observed to be supportive of each other modelling positive ways of interacting with the children and each other. positive ways of interacting with the children and each other. Practitioners were observed regularly updating each other on the children's care which provided a smooth consistent approach to meeting the children's needs.
- The early years practitioners were observed taking the opportunity to update parents and guardians on the children's progress at drop off and collection times.

### 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 service was equipped with the following furniture and play equipment and materials to support the needs of the children:

- Tables and chairs throughout the service were appropriately sized to support the age and stage of the children attending the care rooms.
- Throughout the care rooms the learning materials and play resources were accessible to the children on low level shelving for them to take and return as they chose, this encouraged the children’s independence and choice.
- The Montessori rooms 1, 2, 3, and the Tweenie room were laid out with defined areas of interest including home areas with well resourced kitchen to enable the children to extend their play, along with dolls, prams, dolls cradles, ironing board, pretend shop areas , construction areas , dress up , arts and crafts materials, jigsaws and a range of small world and table top materials to support all areas of development.
- In the 3 Montessori rooms a wide range of specific Montessori materials were freely available to the children to support practical life, sensorial, mathematics, language, and culture components of the Montessori curriculum.
- Sensorial play materials were available in the Montessori room 2 and the Montessori room 3. A large sand table was provided for the children in Montessori room 2 with spades for the children to use and a water table was available to the children in Montessori room 3 with pretend frogs which the children were observed to enjoy playing with.
- Two separate enclosed outdoor areas are available for the children one located to the rear of the service which is used by the younger children attending the service and one located to the front of the service which is used by the older preschool children and the school aged children attending the service. The area used by the younger children was directly accessible from the Tweenie room and from the rear corridor of the service and was surfaced with artificial grass. A mud kitchen, a slide and a range of ride on toys were provided for the children to play with.

The area to the front of the service was accessed from the main hallway and was surfaced with a combination of artificial grass, soft pore surface with a concrete perimeter. A climbing frame with a slide was available in addition to a mud kitchen, a playhouse and a range of ride on toys. All of the children present on the day of inspection enjoyed time in the outdoor area.

## Non-Compliance Information

1. The Baby room was inadequately resourced, there were insufficient resources to support all areas of the children's development, there were no interest areas such as a home area or construction area for the children to engage with. Furthermore, there was a lack of sensory or wooden materials available for the children in the Baby room to use, there were no sand, water or other materials provided for the children to enjoy sensory play experiences. Whilst it is acknowledged that the service had some wooden play resources for the children they were stored out of reach of the children and not freely available to them.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective Action

1. The baby room has now materials and equipment to help develop the needs of the 1-year-olds. This includes a table and chairs to sit at mealtime. Home corners including a kitchen with utensils and play food. A construction set, car garage, some dolls with a bath and buggy and clothes, dress up, musical instruments, sensory basket, and a reading/library home corner.

### Preventive Action

1. Manager will continue to rotate the materials and equipment in the baby room and all other rooms accordingly.

### Supporting documentation submitted

Photographic evidence of new equipment and resources for the baby room.

## Summary Comment

The evidence submitted by the registered provider in relation to regulation 21 – Equipment and materials has been reviewed and accepted.

### 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 entrance doors leading into the service were appropriately secured. The service was accessed through a gate leading into the outdoor area at the front of the service and the main entrance door was accessible through a call bell which was operated by staff members.
- The kitchen was inaccessible to the children.
- Cleaning agents were stored safely out of the reach of children.
- Emergency exits were unobstructed.

##### Infection Control:

- Thermostatically controlled warm water, liquid soap and paper towels were available at the wash hand basins throughout the service to support hand hygiene.
- Overall, the service was maintained in a clean and hygienic condition.
- Childrens soothers were stored in individual boxes.

##### Administration of Medication:

- Medication was not required to be administered during the inspection. Medication was stored safely out of reach of the children.

##### Safe Sleep:

- Sleep checks noting the children's breathing pattern, colour and position were carried out and documented at 10 minutes intervals on all sleeping and resting children in the service.

##### Fire Safety:

- The records demonstrated that fire drills were practiced on a regular basis to familiarise both adults and children of the correct procedures to follow in the event of a fire.

#### Non-Compliance Information

##### General Safety:

1. A child attending the Montessori 3 room was observed having whole grapes as part of snack provided from home. Whole grapes are a choking hazard.

2. Two plastic bibs in use in the Tweenie room were cracked and torn posing a risk of injury to fingers that could get trapped or cut.

### Infection Control:

3. The services nappy changing policy was observed not to be followed as evidenced by the following:
  - The children in the Baby room did not have their hands washed following nappy changing.
  - The Early years practitioner did not wash her hands following each nappy change.
  - The Early years practitioner was observed to wear the same gloves to change 2 children's nappies.
4. There were no mattress covers on 4 of the 6 mattresses in the sleep room located adjacent to the Baby room. This provided insufficient protection in the event of the mattresses getting wet or soiled.
5. The procedure for the cleaning and sterilising of mouthed toys was not being implemented correctly in the Tweenie room. The current practice, as explained by the early year's practitioner, was to soak mouthed toys in a solution of sterilising fluid and hot water, wipe with a cloth and leave to air dry. This practice results in ineffective cleaning and disinfection of toys and increases risk of cross contamination.
6. The children morning snacks which they brought with them from home and contained perishable items including meat and dairy products were stored in the children's bags and not placed in the fridge on arrival to the service. This increased the risk of bacteria multiplying to levels which could result in food poisoning.
7. The children in the Tweenie room were eating their afternoon meal directly from the table and were not provided with any plates.

### Administration of Medication:

8. Two children in Montessori room 1 had food allergies, 1 child required the administration of an auto injector pen, there was no allergy or medical care plans documented and on display in the room. During discussion with the early year's practitioner, it was noted that they had not been provided with training on how to administer the child's auto injector pen. This lack of information and training increases the risk of mismanagement regarding administration of medication.

### Safe Sleep:

9. Sleep checks were observed being conducted by standing at the windows of both the Baby room and the Tweenie room. All sleeping children must be individually checked every 10 minutes noting their colour, breathing and position.

## Corrective and Preventive Action submitted by the Registered Provider

### Corrective Action

#### General Safety:

1. Parents are now reminded that whole grapes are forbidden and not to be packed in children lunch boxes.
2. Two plastic bibs are now removed from the setting. all staff have been instructed to remove any bibs they see to be hazards EG, ripped, broken or cracked.

#### Infection Control:

3. Memos are now displayed in all changing areas to remind staff of general hygiene for both staff and children. please see attached 3 memos to reflect this. Manager has given training to all staff on their infection control policy to reflect this which staff have received and signed.
4. Manager has ordered and received waterproof mattress covers for their cots.
5. Training on the procedure for cleaning and sterilizing mouthed toys has now been implemented amongst all staff. a memo is displayed to reflect this and signed by all staff.
6. Parents have now been notified that no perishable food can be packed in children's lunch boxes.
7. All children eat meals directly from plates. Plates are provided for every meal.

#### Administration of Medication:

8. The child's father has now demonstrated the EPI pen to all staff. Training and a medical plan and procedure was given and now displayed on service's walls. The relevant medical procedure was explained clearly and received and signed by all staff.

#### Safe sleep:

9. Training was given to all staff re-safe sleep policy. each sleeping child is checked and monitored individually every 10 mins.

### Preventive Action

#### General Safety:

1. All whole grapes are forbidden in their policy.
2. Staff will closely monitor this.

#### Infection Control:

3. Refresher Training on infection control will be conducted more frequently where appropriate.
4. Staff will continue to closely monitor hygiene and cleanliness of their cots on a regular basis.
5. Manager We will continue to remind and carry out refresher courses on sterilizing and general cleaning Hv
6. Text messages were sent to all parents.

- The cook present at mealtimes will make sure to provide plates will all meals when dishing out food from kitchen to all rooms.

**Administration of Medication:**

- Going forward manager will make sure that service will conduct continuous and updated training to staff on all medical care that must be given to any child that requires medical attention.

**Safe sleep:**

- Continuous training will be given on safe sleep policy. Management will closely monitor staff who are assigned to putting children to sleep while making sure each child is checked every 10 mins.

**Supporting documentation submitted**

Photograph of new mattress protectors.

Copy of care plan for the administration of auto injector pen.

**Summary Comment**

The evidence submitted by the registered provider in relation to regulation 23 - Safeguarding health, safety and welfare of child has been reviewed and accepted.

**Part VI - Safety**

**Regulation 24 - Checking in and out and record of attendance**

*(1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.*

**Compliance Information**

(1) The service maintained accurate details of the children's attendance during the inspection. Throughout the care rooms in the service the attendance records were accurately maintained to reflect the children in attendance.

## 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) A person trained in first aid including first aid responder (FAR) training was immediately available to the children attending the pre-school service as evidenced in the staff roster and the in-date FAR certifications provided for inspection in respect of the manager and deputy manager, both of whom work in the service on a daily basis.
- (2)(a) and (b) The first aid boxes were suitably equipped and safely stored in readily accessible positions on the premises, out of the reach of children.

## Part VII - Premises and Space Requirements

### Regulation 29 - Premises

*A registered provider shall ensure that the premises of the service are-  
(d) cleaned, maintained and repaired, as required,*

#### Non-Compliance Information

(d)The paint on the skirting boards in both of the children’s sanitary accommodation on the first floor were extensively chipped and therefore could not be cleaned effectively.

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

##### Corrective Action

(d) Skirting boards in both bathrooms are in the process of been sanded down, cleaned up and re-painted.

##### Preventive Action

(d) Cleaning, maintenance and repairs will be closely monitored.

##### Supporting documentation submitted

Photograph of painted skirting boards.

#### Summary Comment

The evidence submitted by the registered provider in relation to regulation 29 - Premises has been reviewed and accepted.