

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015FL325		
Name of Service:	Tiny Tots-Preschool		
Address of Service:	18 The Park, Orylnn Park, Lusk, Co. Dublin		
Eircode:	K45 A073		
Name of Registered Provider:	Joyce Penrose		
Service type:	Sessional		
Date of Inspection:	03/12/2024		
No of pre-school children:	AM	10	PM N/A
Address of the Early Years Inspectorate:	Early Years Inspectorate, 181-189 Lakeshore Drive, Airside Business Park, Swords, Co. Dublin K67 Y5C6.		
Inspection undertaken by:	AM Coyle		
Title:	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

Tiny Tots Preschool is a privately owned sessional service located in an urban setting in North County Dublin. The sessional service is operated from a single storey purpose-built building to the rear of the registered providers private residence. Tiny Tots Preschool operates Monday to Friday from 9:30am to 12:30 pm for 38 weeks of the year participating in the Early Childhood Care and Education (ECCE) scheme.

Staffing

The registered provider works directly with the children attending the service in addition to a second staff member who works in the service on a regular basis.

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.

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

An immediate action notice was issued to the registered provider on the 04/12/2024 by e mail in relation to a staff member not being available in the service with either first aid responder training or paediatric first aid training.

A response was received from the service on the 05/12/2024 which outlined the steps taken by the service to address the immediate action notice, this has been accepted.

Acknowledgments

The inspector wishes to acknowledge the cooperation of the registered provider 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.

(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 registered provider failed to notify the Early Years Inspectorate of a change in circumstances in relation to the following as per the schedule 4 Form for Notification of Change in Circumstances:

- The name of the designated person in charge of this service did not correlate to the name detailed on the National Register.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

(1) Registered Provider has notified the early years inspectorate of the change of circumstance.

Preventive Action

(1) Registered Provider has taken note that they must notify of any changes so this won't happen again.

Supporting documentation submitted

Documented evidence was provided.

Summary Comment

The change in circumstances form submitted by the registered provider has been approved, the regulatory requirement for regulation 8 - Notification of change in circumstances has been addressed.

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 provider was the designated person in charge of the service.

(b) The registered provider was present and in charge of the service when the inspector arrived unannounced on the morning of the inspection.

The files for 2 staff members including the registered provider and 1 staff member who work directly with the children were reviewed.

(2)(a) &(b) Two written, references were available for the registered provider and 2 validated written references were available for the staff member employed in the service.

(c) Garda vetting disclosures were available for the registered provider and staff member employed in the service.

The service demonstrated compliance with the Early Years Inspectorate regulatory notice requiring services to renew Garda vetting every 3 years.

(d) Not applicable as following a review of the staff files it was apparent that international police vetting was not required for any of the staff members employed in the service.

(4) Documentary evidence was available to demonstrate that 1 staff member who worked directly with the children in the preschool service held a major award in Early Childhood Care and Education at Level 5 on the National Framework of Qualifications (NFQ) or a qualification deemed by the Minister to be equivalent.

Non-Compliance Information

(4) Documentary evidence was not available to demonstrate that 1 staff member who worked directly with the children in the preschool service held a major award in Early Childhood Care and Education at Level 5 on the National Framework of Qualifications (NFQ) or a qualification deemed by the Minister to be equivalent.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

(4) Staff member has 3 modules of level 5 completed and will continue the rest in the new year.

Preventive Action

(4) This staff member worked in the playschool for years previously and stood in when Registered Provider was left with no staff with no notice given. The staff member is no longer employed in the playschool.

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)-

(c) a registered provider of a sessional pre-school service shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.

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:

There were 10 pre-school children aged 3 years 5 months to 5 years being cared for by 3 staff members.

(8)(c) A second person familiar with the operation of the service is available to the registered provider on the days that the service is operated single handedly.

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.

(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-
(c) an authorised person.

Compliance Information

(1) All of the ten children in attendance records were reviewed. The records contained the required information as set out in Regulation 15 (1) (a) to (h).

(3)(c) The records were available and open to inspection by the inspection, an authorised person.

Non-Compliance Information

(1)(i) The ten records reviewed demonstrated that written parental consent for appropriate medical treatment of the child in the event of an emergency had not been obtained from any of the parent/guardians of the children attending the service.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

(1) (i)

Registered Provider has gotten written consent from the parents to administer appropriate medical treatment in the event of an emergency.

Preventive Action

(1) (i)

This consent form is in with all the forms for new children returning/ starting.

Supporting documentation submitted

Documented evidence was provided.

Summary Comment

The evidence submitted by the registered provider in relation to regulation 15 – Record of pre-school child has been reviewed and accepted.

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 examples demonstrate how each child's learning, development and well-being was facilitated within the daily life of the service:

Basic needs:

- There was a warm, welcoming and child centred atmosphere in the service as evidenced in the kind and respectful interactions observed taking place between the registered provider, the core staff member and the children.
- Healthy snacks and drinks were provided by the parents for the children to have in the service. The registered provider sat with the children at snack time encouraging conversations and extending interactions.
- The children's independence was supported in using the toilet with discreet support and supervision provided as needed.

Supporting relationships:

- The registered provider was observed interacting with the children in a warm and caring manner. The children were praised for their behaviours especially when they were helpful to others, took turns and shared resources.
- The children were observed to be confident and relaxed in their environment and naturally formed small groups and engaged in a range of tabletop and floor play activities during the inspection.
- The registered provider was observed taking the opportunities to interact with parents and guardians at collection time and update them on their children's day in the service.

Physical and material environment:

- There was adequate and suitable furniture and play equipment available for the children. Play material included a play kitchen with supportive materials located alongside, a range of transport toys, construction resources, arts and crafts materials in addition to tabletop materials.
- A range of books were available which supported children's language and development.
- An outdoor area was located to the front of the service. The registered provider informed the inspector that play resources are taken into the outdoor area for the children to use while outside. Due to the inclement weather on the day of inspection the children did not have the opportunity to access the outdoor play area.

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 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.
- Cleaning agents were stored safely out of the reach of children.
- The water temperature in the sanitary accommodation in the service did not exceed the recommended maximum water temperature of 43°C. This reduced the risk of scalding for the children in attendance.

Infection Control:

- Thermostatically controlled warm water, liquid soap and paper towels were available at the sink in the sanitary area of the service.
- The equipment, play materials and facilities were in a clean and hygienic condition.

Administration of Medication:

- No children were observed having medication administered on the day of inspection.

Fire Safety:

- The emergency exits in the service were clear and unobstructed.

Non-Compliance Information

Infection Control:

1. The children were not facilitated in washing their hands before they ate their morning snack.
2. The children's packed lunches, supplied from home, were not refrigerated on arrival to the service which increased the risk of bacteria growth in perishable food.

Fire Safety:

3. There was no fire drill records available in the service.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

Infection Control:

1. The children normally wash their hands before lunch the fact that they didn't was just on the day been nervous with the inspector there it slipped manager's mind.
2. The children's lunches normally go into the fridge all yogurts, sandwiches and any dairy products again it was just on the day it slipped manager's mind.

Fire Safety:

3. Manager has discussed the fire drill with the children however it was done on since.

Preventive Action

Infection Control:

1. The children will be facilitated to wash their hands at all key times.
2. The perishable items in the children's lunch boxes will be placed in the fridge on the children's arrival to the service.

Fire Safety:

3. Manager will be sure to do a fire drill every month with the children as they have always done previously.

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 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

(2)(a)(b) A first aid kit was available in the service.

Non-Compliance Information

(1) There was no staff member available in the service with in-date first aid response (FAR) training or paediatric first aid training.

(2)(a) &(b) The first aid kit did not contain any wound dressings or eye patches.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

(1) Registered Provider has since done the First Aid Response course.

(2) (a) & (b) The first aid box has since been updated.

Preventive Action

(1) Certificate will be renewed every 2 years.

(2) (a) &(b) will check this more often and have a register on display to remind me

Supporting documentation submitted

First Aid responder certificate for the registered provider.

Photograph of additional materials purchased for the first aid box.

Summary Comment

An immediate action notice was issued to the registered provider in respect to a staff member not being available in the service with either first aid responder training or paediatric first aid training.

The inspector reviewed the corrective actions and evidence submitted by the registered provider after the inspection. The registered provider demonstrated that the non-compliance identified under Regulation 25 First aid has been adequately addressed.

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 firefighting 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

- (4) Notices of the procedures to be followed in the event of a fire were on display in the care room.

Non-Compliance Information

- (1)(a) A record was not maintained of all fire drills which had been completed in the service.
- (b) The maintenance records reviewed indicated that both the fire extinguishers and smoke alarms were last serviced on the 15/11/2023 which is not in keeping with the annual servicing recommendations.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

- (1)(a) registered will keep a record of fire drills on display and done every month.
- (b) register provider has arrange for the fire extinguisher and fire alarm to be serviced in January and she will send on copy of certificate.

Preventive Action

- (1)(a) Registered Provider will keep the register on display where it can be seen.
- (b) Registered provider will ask the company to put her in for a yearly check on the fire extinguisher/fire alarm.

Supporting documentation submitted

Record of fire drill received.

Summary Comment

As no evidence has been received to confirm that the fire extinguishers and smoke alarms in the service have been serviced the regulatory requirement for regulation 26 - Fire safety measures remains outstanding.