

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015GY135
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Name of Service:	Bright Minds Preschool
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Address of Service:	c/o Scoil Éinde, Dr. Mannix Rd, Salthill, Galway.
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Eircode:	H91 Y725
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Name of Registered Provider:	Shauna Bisceglia
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Service type:	Sessional
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Date of Inspection:	19/02/2025
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No of pre-school children:	AM	22	PM	12
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Address of the Early Years Inspectorate:	Clinical and Administration Building, Block A (First Floor Green Corridor), Merlin Park University Hospital. Galway. H91 ER2D
Inspection undertaken by:	E. Friel F. Duffy
Title:	Early Years Inspector Inspection and Registration Manager

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

Bright Minds Preschool is a private service which is registered to provide early years care and education on a sessional basis, accommodating children aged from 3-6 years. The Early Childhood Care and Education (ECCE) Scheme is facilitated between the hours of 9:00 until 12:00, Monday to Friday for 38 weeks of the year.

Staffing

There are three staff employed in the service including the registered provider.

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 inspection focused on an examination of compliance under regulations;

Regulation 9 - Management and recruitment (1)(a)(b), (2)(a)(b)(c)(d) and (4)

Regulation 11 - Staffing levels (1) and (3)

- Regulation 15 - Record of a pre-school child (1) (a)-(i)
- Regulation 19 - Health, welfare and development of child (1)(a)
- Regulation 23 - Safeguarding health, safety and welfare of child
- Regulation 25 - First aid (1) (2) (a) and (b)
- Regulation 26 - Fire safety measures (1) (a) and (b)
- Regulation 28 - Insurance
- On inspection additional non-compliances which posed a risk were identified under Regulations;
- Regulation 8 – Notification of change in circumstances (1)
- Regulation 10 - Policies procedures of a preschool service
- Regulation 16 -Records in relation to a pre-school service (1) (i).
- Regulation 20 - Facilities for rest and play (1) (b)
- Regulation 22 - Food and drink

These findings are outlined within the relevant regulations within this report.

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

20/02/2025

The service was found to be operating outside their registration status and was referred to the registration office. On the day of inspection, it was found to be operating as a part-time and full day care service despite being registered as a sessional service.

A referral to Better Start quality development service, was made on 20/2/2025, with the permission of the registered provider.

Acknowledgments

The inspectors wish to acknowledge the cooperation of the registered provider, deputy, staff 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.

Non-Compliance Information

- (8)
- (1) The service was found to be operating outside of its registration status and the following details were recorded:
- (a) Type of service registered - sessional service. Written records and practice showed evidenced that the service was operating on a part-time/full day care basis. Attendance records from the week beginning 03 February 2025 evidenced that the service was operating with 2 sessional, 16 part-time and 8 full day care children. In addition, attendance records from the week beginning 23 October 2023 indicated that the service was operating on a part-time basis with 8 children staying on until 14:00.
- (b) Number of children registered was 22. Written records indicated that there were 27 children on the attendance book on the day of inspection, average daily attendance on week beginning 17 February 2025 was recorded as 26 children.

(c) Age profile of children registered was aged 3-6 years. Written records indicated that a minimum of 3 children who started in the service on the week beginning 02 September 2024 were recorded as aged between 2 years 5 months and 2 years 7 months.

While it was acknowledged that the registered provider had submitted a recent Change in Circumstances form to Tusla, they had commenced the proposed changes before returning the outstanding information requested and before a Fit for Purpose inspection could be carried out. Operating outside registration status could potentially compromise the safety and wellbeing of the children attending the service.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(8) (1)

- (a) Due to zoning restrictions the type of service will remain as sessional.
- (b) The number of children will be reduced to 22 as per the requirements for a sessional service by 28 April 2025.
- (c) The age profile of the children will remain as 3 – 6 years of age. Any future change of age profile will be submitted to the registration department for approval before commencing with the change.

Supporting documentation submitted

(8) (1)

- (a), (b) and (c) The statements from the registered provider that the service will revert to a sessional service with 22 children, aged from 3 – 6 years of age has been accepted. Communication from the registration department confirmed that as of the 11 April 2025 the service will revert to 22 sessional children.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliances identified under Regulation 8 (1) have 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.

(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 register provider was the designated person in charge and a named person was available to deputise, as required.
 - (b) Both the designated person in charge and named person were observed working in the service during the hours of operation.
- (2) Recruitment files of the three staff members were reviewed:
- (a) There were three of the required six references from past employers.
 - (b) There were three of the required six references from sources other than a past employer.
 - (c) Garda vetting disclosures were available for the three staff members, demonstrating compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
 - (d) Two international police vetting disclosures were available for two staff members who had lived outside of the state as adults for more than six consecutive months.
- (4) There was evidence that three staff members had attained at least a major award in Early Childhood Care and Education at Level 5 on the National Framework for Qualifications, or a qualification deemed to be equivalent.

Non-Compliance Information

- (2)
(a) (b) Four validations of references were missing in respect of two staff members for whom they were required.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (2)
(a) (b) Two validations of references have been received for one staff member. The second staff member's validations are still in progress. In future all procedures shall be in place prior to any person commencing employment or allowed access to the children.

Supporting documentation submitted

- (2)
(a) (b) The statement from the registered provider that two validations of references for one staff member have been received has been accepted. The second staff member's two validations which are still in progress will be reviewed on the next inspection.

Summary Comment

Regulation 9 part (2) (a) (b) remains non-compliant as two validations for one staff member were not submitted by the registered provider. These will be reviewed on the next inspection.

Part III – Management and Staff

Regulation 10 - Policies, procedures etc. of pre-school service

A registered provider of a pre-school service shall ensure that the written policies, procedures and statements specified in Schedule 5 are in place for the service.

Non-Compliance Information

1. The infection control policy did not contain the procedures to be followed for nappy changing or the procedures to be followed in the event of an outbreak of infectious disease should a child not be immunised. While the policy did mention “Our immunisation policy is followed at all times” when the inspector asked to see the immunisation policy the registered provider stated that there was no policy available.
2. The healthy eating policy did not state how children are supervised while eating and drinking.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

1. The infection control policy has been amended to include the procedures to be followed for nappy changing and an outbreak of an infectious disease should a child not be immunised. A waiver form is now in place for parents/guardians which outlines the procedures following an outbreak of an infectious disease should a child not be immunised. Policies and procedures will be revised at the beginning of the term to include any recent changes.
2. The healthy eating policy has been amended to include how children are supervised while eating and drinking. Policies and procedures will be revised at the beginning of term to include any recent changes.

Supporting documentation submitted

The following amended policies and a waiver were received in the office of the inspectorate;

1. Infection control policy and waiver.
2. Amended healthy eating policy.

Summary Comment

The actions taken by the registered provider have addressed the non-compliances identified under Regulation 10.

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.

(3) Subject to paragraph (5), a registered provider of a sessional pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 2 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) therefore at that reference number is satisfied.

Compliance Information

(1) Although operating outside its registration status the registered provider ensured that there were an adequate number of adults working directly with the early years children on the day of inspection.

(3) There were 3 staff members working with 22 children in the morning and 2 staff members working with 12 children in the afternoon.

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) All 27 records of children attending the service were reviewed. None of the items listed in (1) (a) – (i) above were available for one child.

In respect of the remaining 26 records the following information was missing:

- (b) Nineteen dates on individual records noting when the children first attended the service.
- (c) Provision of a cease date for twelve records.
- (d) Five parent's addresses and one parent's name.
- (e) Three records of authorisation for collection
- (f) One record of the details of illness, disability, allergies or special needs.
- (g) Two records of the general practitioners names and telephone numbers.
- (h) Nine records of immunisations
- (i) Twenty-one records did not contain any wording regarding written parental consent for appropriate medical treatment in the event of an emergency.

Failure to maintain the required information of children's pre-school records may potentially compromise the care and safety of the children.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (1) (a) – (h) The missing information has been completed for the relevant children's pre-school records and a complete record is now on file in the service for one child for whom the information was unavailable. At the beginning of term staff will review each child's pre-school record to ensure that the information required has been submitted.
- (i) Wording regarding written parental consent for appropriate medical treatment in the event of an emergency has been added to seventeen of the twenty-one records. Four children have since left the service and the information for these children is no longer required.

Supporting documentation submitted

The following documentation was received in the office of the inspectorate;

- (1) A complete record for one child containing the required information (a) to (i).
- (a) the name and date of birth of one child;
- (b) Nineteen dates on individual records noting when the children first attended the service.
- (c) Provision of a cease dates for twelve children's records.
- (d) Five parent's addresses and one parent's name.
- (e) Authorisation for collection for three children's records.

- (f) Details of illness, disability, allergies or special needs for one record.
- (g) Two records of general practitioners names and telephone numbers for two children's records.
- (h) Nine records of immunisations.
- (i) Wording regarding written parental consent for appropriate medical treatment in the event of an emergency for seventeen children's records.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliances identified under Regulation 15 (1) (a-i) have been addressed.

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:

- (a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;*
- (i) details of staff rosters on a daily basis.*

Compliance Information

- (1)
- (a) The name, position, qualifications and experience of the registered provider, deputy and staff were available in the staff recruitment files.

Non-Compliance Information

- (i) There was no staff roster available in the service to confirm the correct adult/child ratios. At the opening meeting the inspectors asked the registered provider to furnish a copy of the roster, the registered provider stated that no roster was available.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (i) A new staff roster is in place with the required information available for all staff.

Supporting documentation submitted

The following documentation was received in the office of the inspectorate;

- (i) The new staff roster with the required information for all staff.

Summary Comment

The inspector has reviewed the action and evidence submitted. The non-compliance identified under Regulation 16 (1) (i) has been addressed.

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

Compliance Information

Basic needs:

- Children were observed being escorted to the toilets regularly, in groups, by a staff member in the care room. They were encouraged to wash and dry their hands after toileting.
- A nappy changing unit was available for the three children who required nappy changing in the service.
- A change of clothing was available for each child in the event they were required.
- Children observed eating snacks at 10:45 and 13:00 were given sufficient time to eat without being rushed.
- The weather on the day of inspection was wet and the inspectors observed the children putting on their coats and hats. Staff were nearby to assist, if required.
- There were two quiet areas where children could sit away from noisy activities. A variety of books were available from nearby shelving and children were observed sitting on the floor and the soft furnishings throughout the day.

Supporting children's relationships:

- The adults in the care room, sitting on floor and at the tables, were observed engaging the children in social conversation throughout the day, promoting a relaxed atmosphere.

- Interactions with the staff and children were observed to be warm and caring. The adults were observed, in both the indoor and outdoor play areas, offering comfort and reassurance to children who had slipped and fallen and who had been involved in minor issues and required additional support.
- Staff stated informal meetings were held daily and meetings with management are held weekly. Copies of previous supervision meetings with staff were furnished to the inspector.
- Communication with parents/guardians was observed at dropping off and collection times. Staff stated a messaging application was used weekly where photographs of the children carrying out their activities and general messages were uploaded; these were furnished to the inspector to view.

Physical and material environment:

- The room was laid out and arranged in clearly defined areas. A wide variety of resources and toys were available which offered opportunities to enhance the learning needs of the children across all developmental areas.
- Equipment and resources were stored on low-level shelving making them easily accessible while promoting choice for the children and encouraging independence.
- The wooden chairs and tables in use were observed to be age and stage appropriate for the children attending the service with the children's feet observed placed on the floor.
- There were two outdoor play areas available; one in use as a free flow area at the entrance to the service and a second secure area shared with the school. Both areas provided alternative learning environments where opportunities were available for practicing gross motor skills of running and climbing. Children were observed in the free flow area balancing on wooden beams and on bikes. Two mud kitchens with equipment and a sunken wooden boat were available for imaginary play. In addition, two chalk boards were in use for mark making. The area was covered overhead facilitating outdoor play in all weather conditions. The second large, secure area was not in use on the day.

Part V - Care of Child in Pre-school Service

Regulation 20 – Facilities for rest and play

- (1) Subject to this regulation, a registered provider shall ensure that-
- (b) there are adequate and suitable facilities for a pre-school child to rest during the day, and in the case of an overnight pre-school service, during the day and the night.

Non-Compliance Information

- (1)
- (b) Contrary to the service's sleep policy there was no individual bed linen, mattresses or low-level beds for the twelve children remaining on in the service on a part-time and full day care basis. In conversation, the registered provider stated that no children required a rest or sleep.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (1)
- (b) The service has reverted to a sessional service therefore the requirement for sleep equipment and bed linen is no longer required.

Supporting documentation submitted

- (1)
- (b) The statement from the registered provider has been accepted.

Summary Comment

The non-compliance under Regulation 20 (1) (b) has been addressed.

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.

Non-Compliance Information

The following points were contrary to the service's healthy eating policy:

1. The requirement of two meals, one of which should be hot, for the six children remaining on a full day care basis was not met. While the inspectors observed two snacks being served at 10:45 and 13:00, the registered provider and staff were unaware of the food requirements for children availing of full day care. While corn cakes were offered there was no other alternative foods available in the service should the children be hungry or not like their snacks.
2. Water was not available at all times. Water bottles were observed in use at snack times only and were noted to be taken out and returned to the children's bags after each snack.
3. There was no cutlery available for the children to use in the service.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

1. The requirement of two meals, one of which should be hot, for the six children remaining on a full day care basis no longer applies as the service has reverted to a sessional service.
2. Water bottles have been put into a tray on a work top at the children's level ensuring the children can access water while present in the service.
3. Cutlery is now available for the children to access at snack time, if required.

Supporting documentation submitted

1. The statement from the registered provider has been accepted.
2. A photograph of the water bottles in the tray on top of the work top.
3. The statement from the registered provider has been accepted.

Summary Comment

The non-compliances identified under Regulation 22 have 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:

- Safety matting was in use underfoot in one section of the outdoor play area offering protection should a child slip or fall.
- Window handles were inaccessible to the children in the care room, preventing accidents from occurring.
- The indoor and outdoor toys and equipment appeared in good condition.
- Heavy storage equipment was anchored preventing them from falling or tipping onto the children.
- Cleaning equipment was observed to be stored on a high shelf in the care room and in the sanitary area, out of reach of the children.
- Staff were observed on several occasions counting the number of children going to and coming back from the sanitary area. A fabric rope was in used whereby each child held onto a handle while walking to and from the sanitary area to the care room.

Infection Control:

- Children had access to thermostatically controlled hot water in the children's sanitary area, ranging between 22.4°C and 38.6°C, dispensing soap, paper towels from a dispenser and a pedal operated bin for the disposal of paper waste.
- Child friendly, pictorial, hygienic hand washing posters were visible above each of the four children's wash hand basins in the sanitary area reminding children how to wash their hands effectively.
- Personal belongings, identified by a photograph of each child, were stored on hooks away from the floor area.
- An area was allocated in the free flow outdoor play area for children to change from their outdoor boots to their indoor shoes, preventing the floors from becoming contaminated.

Fire Safety:

- Fire extinguishers were secured with brackets in the corridor of the service.

Non-Compliance Information

General Safety:

1. The main entrance gate to the service was accessible as the hook and eye device was placed on the wrong side of the fencing. This posed a safety risk to the children as unauthorised adults could access the catch and enter the outdoor play area. In conversation, the adults in the service were unaware of the issue.
2. The main entrance door could not be appropriately secured from the inside as children had access to the push bar which was located within reach. There was no means available of securing the door, from the inside, should an unsupervised child push the bar which led to the outdoor play area.
3. Electrical flexes from the microwave, extension cable in the children's toilets and kettle were accessible to the children, posing a safety risk.
4. Children entering the care room from the sanitary area, in a large group, were observed climbing over school bags in the care room which posed a safety risk from the children tripping or falling over them.
5. A large garden rake, wooden pole and adult brush were accessible to the children in outdoor play area, posing a safety risk.
6. Webbing in place, under the bark chippings, in the outdoor play area was noted to be torn posing a potential tripping hazard in the outdoor play area.
7. Electrical equipment including a mini fridge and microwave was located on the floor of the rest area, accessible to the children, posing a safety risk.
8. The edges of a black mat, at the entrance door of the service, were curled on all sides posing a safety risk should a child trip or fall.

Infection Control:

9. Although there were four wash hand basins and three toilets allocated for sole use by the early years children, these were shared with a separate group of ten children from the primary school who were temporarily using the facilities thus posing a risk of cross infection.
10. Two children's toilet seat pads and one potty were observed left lying on the floor of the toilet cubicles, posing a potential risk of infection.
11. There was no pedal operated, sealed, lined and lidded bin in place for used nappies in the children's sanitary area. Staff stated that the used nappies are sealed in a plastic bag and placed in a bin for used paper towels.
12. There were no disposable aprons available for nappy changing. Staff were observed putting disposable gloves on in the sanitary area and when the inspector asked where the aprons were a staff member explained that they did not use aprons for nappy changing, posing a potential risk of cross infection.

13. Perishable food was not stored in the service's fridge contrary to the healthy eating policy. Children were observed removing perishable food from their lunch bags, posing a risk of the food spoiling.
14. At variance with the infection control policy which stated "a wash hand basin is provided in each room" there was no wash hand basin available in the care room to wash adult hands or the used children's plates after morning snack at 10:45. In conversation, staff stated that they wash the plates in the wash hand basins of the children's sanitary area, posing a risk of cross infection.
15. Children putting rubbish into the overfilled pedal bin in the care room were observed coming into contact with used tissues, posing a risk of cross infection. In conversation, an adult in the care room stated that the bin was emptied every two to three days.

Administration of Medication:

16. There was no temperature reducing medication available in the event of an emergency, posing a safety risk to the children.

Fire Safety:

17. There was no fire assembly sign visible in the outdoor area to display the predesignated assembly point which would lead the staff and children to safety in the event of an emergency.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. A provisional date of the Easter holidays 2025 has been proposed by the school caretaker to increase the height of the fencing and to reposition the hook and eye device. These actions will prevent unauthorised adults from entering the service and prevent children from leaving the service unsupervised.
2. A safety device has been fitted to the main entrance door to alert staff in the event the bar on the door is pushed open by a child.
3. The cables have been removed from the area to prevent an accident from occurring.
4. Staff ensure the children's bags are kept on the allocated shelving. The area is checked regularly to make certain that the walkway is free of obstruction.
5. The garden equipment has been removed and stored securely.
6. The torn webbing has been replaced.
7. The mini-fridge and the microwave have been removed from the area.
8. The mat has been replaced. The new mat is colourful and decorated with numbers and letters.

Infection Control:

9. There are now designated sanitary facilities for each group reducing the risk of cross infection.
10. The potty and seat pads are sanitised and stored on nearby shelving when not in use, away from the floor area.
11. A new sealed, pedal operated and lined nappy bin has been purchased and placed in the sanitary area. Staff will ensure the bin is emptied daily.
12. Single use disposable aprons are available in the nappy changing area.
13. A new fridge is now available in the care room for storing perishable food to prevent it from spoiling.
14. The plates will be washed in the school kitchen at a time designated by the school principal.
15. Staff ensure the bins are emptied daily, or as required, to prevent the risk of cross infection.

Administration of Medication:

16. Temperature reducing medication is now available in the event of an emergency.

Fire Safety:

17. A new fire sign has been erected on the school grounds which is visible from the service to guide staff and children to a safe place in the event of a fire or emergency.

Supporting documentation submitted

The following statements, documentation and photographs were submitted to the office of the inspectorate;

General Safety:

1. The statement from the registered provider has been accepted.
2. A photograph of the safety device fitted on the main entrance door.
3. A photograph of the cables removed from the area.
4. The statement from the registered provider has been accepted.
5. A photograph of the area with the garden equipment removed.
6. Photographs of the area with no webbing protruding from the ground surface.
7. Photographs of the area with no mini-fridge or microwave present.
8. A photograph of the new mat.

Infection Control:

9. The statement from the registered provider has been accepted.
10. A photograph displaying the sanitary items in storage when not in use.
11. A photograph of the new pedal operated nappy bin in the sanitary area.
12. The statement from the registered provider has been accepted.
13. A photograph of the new tall fridge with the children's snacks inside.

14 and 15. The statements from the registered provider have been accepted.

Administration of Medication:

16. The statement from the registered provider has been accepted.

Fire Safety:

17. A photograph of the new fire assembly sign, visible on the wall of the school grounds.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliances identified 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

(1) A certificate was available to evidence that one adult had received first aid responder (FAR) training. The start and finish times recorded by the inspectors evidenced that the adult was available while the early years children were present in the service.

(2)

(a) The first aid box was stored on a high shelf which and was accessible to the staff at all times.

Non-Compliance Information

(2) (b)

(1) The inspectors observed that the following supplies, with expiry dates in 2024, were noted to be out of date in the first aid box:

Two large and six medium wound dressings

Four eye pads

Vinyl gloves

Sterile water vials

(2) In addition, there were no small wound dressings, and two packets of plasters had no expiry dates visible.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(2) (b)

(1) and (2) The first aid box has been restocked, and staff will review the box each term or as required to ensure adequate supplies are available and in date.

Supporting documentation submitted

(2) (b)

(1) and (2) A photograph of the first aid box with the missing items included was received in the office of the inspectorate. The statement from the registered provider has been accepted.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliances identified under Regulation 25 have been 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.

Compliance Information

(1)
(b) Documentation was available to evidence that the firefighting equipment and smoke alarms had been serviced. The firefighting equipment certificate was dated 6 September 2024 and the smoke alarm certificate was dated 11 November 2024.

Non-Compliance Information

(1)
(a) There were no written records of fire drills available in the service, posing a risk that children and staff were unaware of the measures and procedures to be followed in the event of a fire or emergency. The registered provider stated that the fire drills are carried out with the school; however, there were no written records available.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (1)
- (a) Fire drill templates and the procedures for evacuation in the event of an emergency are clearly visible now in the classroom. Monthly fire drills will be conducted and recorded by staff to ensure compliance and to ensure the staff and children are kept safe when on the premises.

Supporting documentation submitted

- (1)
- (a) The statement from the registered provider has been accepted.

Summary Comment

The non-compliance identified under Regulation 26 (1) (a) has been addressed.

Part VI - Safety

Regulation 28 - Insurance

A registered provider shall ensure that the pre-school service is adequately insured.

Non-Compliance Information

The registered provider did not ensure that the service was adequately insured:

While the policy stated that the service was insured for thirty sessional children the registered provider failed to inform the insurance company that the service was operating on a full day care basis. A referral was made to the registration office on 20/02/2025. The expiry date of the policy was noted as 27 March 2025.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The service has reverted to sessional therefore the requirement for insurance for full day care is no longer required.

Supporting documentation submitted

The statement from the registered provider has been accepted.

Summary Comment

The non-compliance identified under Regulation 28 has been addressed.