

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015GY219
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Name of Service:	Rosebuds Pre-School
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Address of Service:	Scoil Rois, Rosary Lane, Taylors Hill, Co. Galway.
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Eircode:	H91 W2V9
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Name of Registered Provider:	Alexandra Monaghan
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Service type:	Part Time
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Date of Inspection:	11/11/2024
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No of pre-school children:	AM	29	PM	13
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Address of the Early Years Inspectorate:	Early Years Inspectorate, Quality and Regulation Directorate, Clinical & Administration Building, Block A - (1st Floor- Green Corridor), Merlin Park, Galway.
Inspection undertaken by:	F. Nic Dhonnacha & S. Meehan
Title:	Early Years Inspectors

Authority to Inspect

The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(J) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).

Conditions if applicable	Not applicable
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Description of service

Rosebuds Preschool is located on the grounds of Scoil Róis, in Galway city. The pre-school offers an Early Childhood Care and Education (ECCE) programme and sessional care programme from 8.50hrs to 11.50hrs and a part-time service until 13.30hrs, Monday to Friday. The preschool operates from Monday to Friday and caters for children aged between 2 and 6 years of age. A child centred play-based curriculum focusing on emerging interests is offered. The preschool service operates from a pre-fabrication unit, located to the back of the National School. The preschool consists of 2 playrooms namely Playroom 1 and Playroom 2, an entrance hall, adjacent lobby, and children's sanitary areas. Quiet rest areas were available for the children in each playroom. The preschool service has open access to the designated outdoor play area with all-weather sheltered areas included.

Staffing

The registered provider works in the premises on a daily basis. There are nine staff, this includes the registered provider and relief staff working in the premises. Nine staff hold a Quality and Qualifications Ireland (QQI) at a Level 5 to 8, in Early Childhood Care and Education.

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 and premises and facilities. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9, 10,11,16,19,23,25, and 27; however, on inspection additional non-compliance which posed a risk was identified under Regulation 8,15 and 29. 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

This inspection was triggered by information received to the Early Years Inspectorate on the 21/10/2024. A referral was made to the Galway Fire department as there were three entry/ exit doors with no visual fire exit signage.

Acknowledgement

The inspectors wish to acknowledge the cooperation of the registered provider, person in charge, 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

(1) The registered provider failed to notify the agency of a change in her registration status as it was noted on the records that a child under the age of 2 years of age was being cared for in the preschool service for a period of time during 2024. The service is registered to care for children between the ages of 2- 6 years of age on a part time basis.

Corrective & Preventive Action submitted by the Registered Provider

On the 18/12/2024 the registered provider advised of the following.

Corrective and Preventive Action

The child under 2 years of age is and will be no longer on the premises during the hours of operation.

No children under the age of 2 years of age will be on the premises going forward.

Supporting documentation submitted

A copy of a cessation statement was submitted.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliance identified under Regulation 8 (1) has been adequately 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.

(7) A registered provider shall ensure that all employees, unpaid workers and contractors are appropriately supervised and provided with appropriate information, and where necessary training, including in relation to the following:

- (a) the policies, procedures and statements of the service specified in Schedule 5;*
- (b) Part VIIA (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013)) of the Act, and*
- (c) these Regulations.*

Compliance Information

(1)(a) There was the person in charge and a person was available to deputise in their absence.

(b) The person in charge was available throughout the inspection and the registered provider arrived on the premises at 11.30 am.

(2) A total of nine staff files which included the registered provider were available and reviewed by the inspectors. The findings included the following:

(a)(b) Sixteen validated references from a past employer or a reputable source were available.

(c) Garda vetting disclosures had been obtained for all nine adults. However, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under regulation 23 of this report.

(d) International police vetting was available for one adult working in the service who had lived in another state for a period longer than six months.

(4) Nine adults working directly with the children held Early Childhood Care and Education qualifications ranging from Level 5 to 8 on the National Framework of Qualifications or a qualification deemed by the Minister to be equivalent.

(7)(a) A sample of the policies, procedures and statements of the service specified in Schedule 5 were reviewed by the inspectors. The policies and procedures reviewed by the inspectors included the following:

- Induction Policy
- Supervision policy

An Induction Policy was available for inspection and following discussion with the registered provider and the newest employee the induction met the requirements of the policy.

A supervision policy was in place in the service and the manager confirmed that meetings are held with staff. During the inspection the manager was observed to visit each room and communicate with staff regarding break cover and other information. A sample of communication between the registered provider and staff members included the sharing of the service's, policies and procedures.

Non-Compliance Information

(2)(a)(b) Two references with evidence of validation were not available for two adults on the premises.

Corrective & Preventive Action submitted by the Registered Provider

On the 12/11/2024 and 18/12/2024 the registered provider advised of the following

Corrective and Preventive Action

All validated references have been sourced and placed on file.

A sticker will be placed on each staff file highlighting the contents of the file and the expiration dates.

Supporting documentation submitted

One validated reference was submitted.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliance identified under Regulation 9 (2)(a)(b) has been adequately addressed and will be reviewed on 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.

Compliance Information

A sample of policies and procedures specified in Schedule 5 were available and reviewed by the inspectors. The policies reviewed included:

- Policy on Accidents and Incident
- Policy on Infection Control

Non-Compliance Information

1. In variance with the service accident and incident policy there was no documented evidence of daily risk assessments being carried out. There was no evidence provided of staff training following review of accidents and incidents in the pre-school service.
2. Following a review of the infection control policy the nappy changing procedure was inadequate and needed updating in line with best practice.
3. The service did not have a policy/ procedure on the preparation or storage of infant formula.

Corrective & Preventive Action submitted by the Registered Provider

On the 18/12/2024 the registered provider advised of the following.

Corrective and Preventive Action

1. The service provided a copy of daily risk assessments dated the week beginning 9/12/2024.
2. The service renewed and updated the nappy changing procedure.
3. The service states they do not allow bottled infant formula in the service, and they have no means of sterilisation.

Supporting documentation submitted

Photographs of the risk assessment and policies were submitted.

Summary Comment

The inspectorate has reviewed the actions and evidence submitted. The non-compliance identified under Regulation 10 point 1-3 has been adequately addressed and will be reviewed on next inspection.

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.

(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) There were an adequate number of adults working directly with children attending the service. There were six adults working directly with twenty-nine children in the morning and four adults caring for thirteen children in the afternoon this included the registered provider.
- (8)(a) The registered provider ensured that there were 2 staff on the premises while the pre-school was operating.

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) (a)-(i) Thirty-five children were registered in the service. There was no record available on file for 1 child aged eighteen months of age who was identified on the child attendance record book. The registered provider and staff advised that this child is no longer attending the service.

Corrective & Preventive Action submitted by the Registered Provider

On the 18/12/2024 the registered provider advised of the following.

Corrective and Preventive Action

This 18month old child is no longer attending the preschool service.

No child under 2 years of age will attend the preschool service. All children in the service will have their details recorded on a child record form.

Supporting documentation submitted

A statement of the date the child ceased attending the preschool was submitted dated 4/11/2024.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliance identified under Regulation 15(1) (a-i) has been adequately 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:

- (h) details of attendance by each pre-school child on a daily basis;*
- (i) details of staff rosters on a daily basis;*
- (k) details of any accident, injury or incident involving a pre-school child attending the service.*

Compliance Information

(1) (h) Details of children’s attendance was accurately recorded.

Non-Compliance Information

- (i) A staff roster was not available which demonstrated how breaks, holidays, sick leave, kitchen duties and a named first aid responder were recorded.
- (k) All details were not completed in full in four of five samples of accident and incident records recorded in 2024. It is acknowledged that all forms were signed by the parents. This was at variance with the accident and incident policy.

Corrective & Preventive Action submitted by the Registered Provider

On the 18/12/2024 the registered provider advised of the following.

Corrective and Preventive Action

A staff roster will be used in the preschool service with details of the staff breaks, holidays, sick leave, kitchen duties and a first aid responder.

All forms will be completed in full before any signature is written.

Supporting documentation submitted

A copy of the new staff roster was submitted.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliance identified under Regulation 16 (i) and (k) has been adequately 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, and
- (b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.

Compliance Information

BASIC NEEDS

- From 10.00am, children had their snacks which were supplied by the parents and guardians which consisted of savoury sandwiches, crackers, rice cakes, brown bread, fruit pieces, yogurts and cheese with water to drink.
- At 1.20pm, children attending the part time service were given scones, cheese, ham and cucumber. The registered provider ensured that as per best practice (Food and Nutritional guidelines) that each child attending the part time service had adequate and nutritious food and at least 2 food groups for this second meal.
- The healthy eating policy was available for parents and guardians to view on request.

- Water in the form of the children’s own bottles was available on a low table for children to self-serve in the playrooms and in the outdoor play area (when required).
- The adults were shown to have knowledge in relation a child’s cultural beliefs, customs and related food requirement.
- The children could move about freely in their playrooms and between playrooms and all the children had the opportunity for outdoor playtime.
- Children sat at low tables and had their snacks in an unhurried environment that promoted social interaction with their peers and the adults.
- Children’s behaviour was consistently managed in a positive manner by the childcare staff, with an emphasis on positive reinforcement and encouragement.
- The childcare staff were observed to be caring, kind and supportive in their interactions with the children.

Non-Compliance Information

(1)(a)(b)

Basic Needs

1. It was observed that the children attending the service on a part time basis were not afforded the opportunity to have a rest or sleep in the indoor environment. It is acknowledged by the registered provider that the service has stackable beds and bed linen in storage but were not in use.
2. The dignity of the child having a nappy changed was not respected, children were changed on a nappy changing unit in the sanitary area adjacent to the sinks and toilets used by the preschool children.
3. The dignity of the children using the toilets in the sanitary areas were not respected, the doors were left open, and children were not supervised adequately during toileting.

Physical and Material Environment

4. Play materials in playroom 2 were limited for the number of children attending the service. For example, there were limited crockery and utensils for the home corner, five jigsaws were available while the service is registered for forty-four children and the interest areas were not clearly defined and required further development.
5. There were storage boxes with toys and play materials with no visual displays to support the children’s development.
6. A number of reading books on the shelf were tattered and torn in need of replacement.

Corrective & Preventive Action submitted by the Registered Provider

On the 18/12/2024 the registered provider advised of the following.

Corrective and Preventive Action

1. Stackable beds were available but were stored in Scoil Róis this practice is being reviewed at present. In the meantime, foldable gym mats are used for any child who wishes to have a sleep during the part time session and a relaxation period has been incorporated into the daily schedule after 12.10 hrs. Couches are provided indoors and outdoors for rest and relaxation purposes. New storage areas for the facilities for sleep provision are being discussed at present.
2. The main sanitary door will be closed while a child is having a nappy changed to maintain their dignity and privacy. The 2 toilets will not be used while the nappy changing area is in use. A new designated nappy changing area is being discussed and planned at present.
3. The children are encouraged to close the doors while toileting and staff assistance and supervision will be provided, and the children will be prompted to wash their hands after toileting. A wash your hands themed week will be planned for January to reinforce the importance of washing hands.

Physical and Material Environment

4. The interest areas will be further developed, and new play materials have been purchased. The preschool will use daily checklists for monitoring toys and equipment and the up grading of interest areas will provide a good learning environment for the preschool children.
5. Storage boxes with toys and play materials have new visual displays allowing the children to identify what is in each box/ basket.
6. The tattered and torn books have been removed and replaced with a new selection of books that were in storage. The daily check lists will monitor the books and learning materials.

Supporting documentation submitted

Photographs were submitted.

Summary Comment

The inspectorate has reviewed the actions and evidence submitted. The non-compliance identified under Regulation 19 points 1-6 have been adequately addressed and will be reviewed on next inspection.

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 main entrance gate was secured to reduce the risk of children exiting or unauthorised persons accessing the service. The internal exit and entry doors were secure.
- All storage cupboards were secured, and cleaning agents stored out of reach of the children.
- Safety harnesses were available on the highchairs.
- The outdoor area was secured with fencing and gates.

Infection Control:

- There was liquid soap at the wash hand basins to facilitate hygienic hand washing. There were paper towels in a wall mounted dispenser in the sanitary area available to the children to facilitate hygienic hand drying.
- Warm water for use by the pre-school children was thermostatically controlled to not exceed 43°C to facilitate hygienic hand washing. .
- There was a daily cleaning schedule.
- Perishable items from the children's lunch boxes were stored in the service fridge.

Safe Sleep:

- Soft seating was available for the children attending on a sessional basis to have a rest if they choose to.

Fire Safety:

- The service completes monthly fire drills to support the safe evacuation in the event of a fire.
- Emergency exits were unobstructed.

Non-Compliance Information

General Safety:

1. Staff's personal belongings which included handbags and coats were stored on hooks in the corridor between the two-playrooms adjacent to the sanitary area, this may pose as an access risk to the pre-school children.

- Garda vetting was available for nine staff, however, 4 vetting disclosures were not dated within the previous three years in adherence to with the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

Infection Control:

- The bin for the safe disposal of nappies was not a foot pedalled airtight lidded bin. This posed a potential risk of cross contamination.
- Nappy changing procedures were not carried out to reduce the risk of cross infection.
 - Two staff members did not wash their hands before or after nappy changing.
 - A staff member did not remove their apron following changing a nappy before entering the playroom.
 - This was at variance to the nappy changing policy of the service.
- There were two broken pedal bins one was located outside playroom 2 in the outdoor play area and the other was located in playroom 1, this posed a risk of cross infection.
- Cloths were used for the day-to-day cleaning of worktops, tables, surfaces and furnishings, this may pose as a risk of cross infection. In line with best practice disposable paper towels are required.

Action submitted by the Registered Provider

On the 18/11/2024 and 18/12/2024 the registered provider advised of the following.

Corrective & Preventive Action

General Safety:

- The staff s personal belongings are now stored safely out of reach of the preschool children in the lobby between the two playrooms.
- The garda vetting for 4 staff has been renewed and will be placed on file. A system is in place to monitor the renewal dates on each staff file.

Infection Control:

- A new foot pedalled airtight nappy bin has been purchased and is now in use.
- A new nappy changing procedure has been updated. The registered provider has spoken with all staff, they have been made aware of the updated procedures and asked to follow the instructions on the wall in the nappy changing area.
- The 2 broken foot pedal bins have been replaced. The daily checklists will monitor these issues/ risks.
- Cloths are no longer used for day-to-day cleaning except for the art area.

Supporting documentation submitted

General Safety:

1. A photograph of the staff belongings inaccessible to the preschool children was submitted.
2. A copy of the garda vetting clearance forms were submitted.

Infection Control:

3. A picture of a new airtight foot pedalled nappy bin was submitted.
4. A copy of the updated nappy changing procedure was submitted.
5. A photographs of the new bins was submitted.
6. No evidence submitted.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliance identified under Regulation 23 point 1-6 have been adequately 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) Three adults working in the service had appropriate first aid responder course in first aid and were available to the pre-school children.
- (2) Suitably equipped first aid boxes were available in the pre-school service.
 - (a) They were stored safely in conspicuous positions in the service.
 - (b) The first aid boxes were available to children at all times.

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

- (1)(a) A written record for the completed monthly fire drills was available in the service. The last fire drill was recorded as taking place on the 23/10/2024.
- (b) A record was available demonstrating the number, type and maintenance of the firefighting equipment and smoke alarms on the premises. The firefighting equipment was serviced on the 15/10/ 2024, and the smoke alarm system was serviced on the 22/10/2024.
- (4) A written fire action notice demonstrating the procedures to be followed in the event of a fire was displayed at throughout the service.

Part VI - Safety

Regulation 27 – Supervision

A registered provider shall ensure that pre-school children attending the service are supervised at all times.

Compliance Information

During the inspection the managers and staff ensured that the preschool children were supervised at all times in the indoor and outdoor environments. The staff in each room demonstrated an understanding of their roles and responsibilities in relation to supervising children in the service.

The children in attendance were recorded upon their arrival and departure from the service. The regulatory ratio requirement for adults caring for children was maintained in the playrooms. The staff ensured that the children were supervised in the indoor and outdoor environments, during transitions to mealtimes, to sleep, while the children had their nappy changed.

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, and*
- (e) equipped with adequate and suitable sanitary facilities.*

Non-Compliance Information

- (d)
1. The wooden yellow door leading out of playroom 1 to the corridor was damaged and in need of repair.
 2. There was evidence of wood rot under the side entrance door and the exposed wooden gable at the side of the service required attention and repair.
- (e)
3. The service did not have a suitably located designated nappy changing area or a designated wash hand basin for 10 children who were wearing a nappy attending the preschool.

Corrective & Preventive Action submitted by the Registered Provider

On the 18/12/2024 the registered provider advised of the following.

Corrective and Preventive Action

- (d) 1. The wooden yellow door is being replaced during the Christmas break.
2. The wood rot has been discussed with the management of the primary school and they are awaiting a timescale for the repair.
- (e) 3. As a temporary measure the two toilets in the sanitary area where the nappy changing area is located has been closed off for use until work is carried out to build and relocate the nappy changing area.
- The other two toilets and two sinks in the adjacent sanitary area will be used for toileting the preschool children as there are never more than 22 children using toilets.

Supporting documentation submitted

- (d) A copy of the daily risk checklist was submitted.
- (e) No evidence submitted.

Summary Comment

The actions taken by the registered provider address the non-compliances. However, no evidence was submitted to support the corrective and preventative actions taken with points (d)1 & 2 or (e)3 therefore these points remain outstanding and will be reviewed on next inspection.