

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015GY245		
<b>Name of Service:</b>	Stepping Stones, Tierneevin Child Care Service		
<b>Address of Service:</b>	Tierneevan N.S., Tierneevan, Gort, Co. Galway		
<b>Eircode:</b>	H91 F8D2		
<b>Name of Registered Provider:</b>	Patricia Beakey		
<b>Service type:</b>	Sessional		
<b>Date of Inspection:</b>	22/11/2023		
<b>No of pre-school children:</b>	AM	10	PM No.
<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Quality and Regulation Directorate, Child and Family Agency, Clinical & Administration Building, Block A (1st Floor- Green Corridor), Merlin Park, Galway.		
<b>Inspection undertaken by:</b>	F.Kelly.		
<b>Title:</b>	Early Years Inspector.		

## Authority to Inspect

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

## Conditions if applicable

Not applicable

## Description of service

This sessional service opened in 2013 and offer a service to children aged from 3 to 6 years of age, Monday to Friday from 9.15am to 12.15pm The service is located in a rural area 6km from Gort, Co Galway. It is situated in a prefab building on the grounds of a National School; it consists of 1 playroom with sanitary accommodation for both adults and children. The outdoor play area is located towards the front and rear of the service.

## Staffing

The registered provider was on the premise on the day of the inspection. A total of 3 adults are currently working in the pre-school children.

## 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. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9,11 and 15 on inspection additional non-compliance which posed a risk was identified under Regulation 8. These findings are outlined within the relevant regulation 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 year's inspectorate.

### Acknowledgments

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

### Part 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 upgraded and changed the prefab that was previously used in March 2023 and this change to the service was not notified to the National Registration Office prior to opening.

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

The registered provider stated the following in their reply.

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

(1) An application for change of circumstance, will be submitted to the National Registration Office. Any future changes to the building will not proceed without giving Tulsa a minimum of 60 days' notice in writing of any proposed changes.

#### Summary Comment

The regulatory requirement of this regulation remains non-compliant, as the application for change in circumstances is still outstanding.

### 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

Following a review of the service files and discussion with the registered provider it was confirmed that there was one new member of staff employed in the service since the last inspection (24/02/2023).

This file was reviewed on the day of inspection.

- (1)(a) The registered provider was the designated person in charge and there was a named person who was able to deputise as required.
- (b) During the period of inspection, the registered provider was on the premises during the inspection.

- (2)(a) There were written and appropriately validated references available from their most recent employer for the adult working in the service.
- (b) There were written and appropriately validated references available from a source other than the previous last employer for the adult working in the service.
- (c) Garda Vetting disclosures was available for the staff working in the service.
- (d) Police Vetting disclosure was not required as the adult working in the service had not lived outside the jurisdiction for a period of over 6 months.
- (4) All adults working directly with children have obtained an award in Early Childhood Care and Education at level 5 on the National Qualifications Framework.

### Part III – Management and Staff

#### Regulation 11 - Staffing levels

- (1) Subject to this Regulation, a registered provider shall ensure that there is at all times an adequate number of adults working directly with the children attending the pre-school service.*
- (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) During the period of inspection there were adequate numbers of adults working with the pre-school children attending the service. On the day of inspection there were 10 pre-school children, attending the morning session.
- At 11.30 am on the day of inspection, the following playroom was in operation.
- (3) The playroom, there were 3 adults working with 10 children.

### 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.*

*(4) A registered provider shall ensure that a record in writing referred to in paragraph (1) is retained for a period of 2 years from the date on which the child to whom it relates ceases to attend the service.*

#### Compliance Information

The registered provider developed, maintained and retained records about each child attending the service.

- (1) The records contained all the appropriate information required to support the care provided by the service to each child.

A sample of the children’s records were reviewed by the inspector, of the 12 children attending the service, a total of 10 records were reviewed , all records contained the necessary elements (a-i) as outlined above.

- (4) All records were retained for the required period of 2 years from the date on which the child attends the service

### 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) The registered provider ensured that a person trained in first aid for children is available to the children attending the pre-school service.

(2) (a,b)The suitably equipped first aid box for children was conveniently located in the playroom