

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015GY263
--------------------------	-------------

<b>Name of Service:</b>	Traceys Early Years Playroom Limited
-------------------------	--------------------------------------

<b>Address of Service:</b>	Cregmore, Claregalway, Co. Galway
----------------------------	-----------------------------------

<b>Eircode:</b>	H91 CPC2
-----------------	----------

<b>Name of Registered Provider:</b>	Tracey Hurney
-------------------------------------	---------------

<b>Service type:</b>	Full Day
----------------------	----------

<b>Date of Inspection:</b>	06/09/2023
----------------------------	------------

<b>No of pre-school children:</b>	AM	32	PM	12
-----------------------------------	----	----	----	----

<b>Address of the Early Years Inspectorate:</b>	Tusla – Child and Family Agency, Early Years Inspectorate, Quality Assurance Directorate, Clinical & Administration Building, Block A - (1st Floor- Green Corridor), Merlin Park, Galway, Co. Galway.
<b>Inspection undertaken by:</b>	S. Meehan.
<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).

<b>Conditions if applicable</b>	Not applicable
---------------------------------	----------------

### Description of service

The service operates as a privately owned crèche which was first notified in 2007. The service offers a full day-care, part-time care and sessional care programme from 9 am to 12 pm. The service is in a rural area of county Galway between Claregalway and Lackagh. The service is registered to cater for pre-school children aged 2 to 6 years of age and the opening hours are 8 am to 6pm. The service comprises of 3 playrooms which includes playroom 1 and playroom 2 in the main building and to the rear of the service is playroom 3 which was not in use on the day of inspection. The premise has its own kitchen where children's meals are prepared. The service has its own kitchen where the main hot meal is prepared and adequate facilities for rest is available. The service also has an outdoor area to the rear of the service.

### Staffing

A total of 5 adults works on the premises which includes the registered provider. The adults have documentary evidence of on-going training and education. The 5 adults who work directly with the children and hold at least a major award in Early Childhood Care and Education at Level 5 on the National Qualifications Framework

### 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 an unannounced and focused on the area of governance/ health, welfare and development of child and safety. The inspections may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9, 11, 16, 23, 25 and 28. These findings are outlined within the relevant regulations within this report.

A sampling process was used to assess compliance under regulation 15.

Inspection findings are documented in the inspection report which is first issued in draft format to the service with an opportunity to respond to any findings. Where statutory requirements are identified as not being met, the registered provider must demonstrate how they have rectified the non-compliance and will prevent any non-compliance from re occurring. The Corrective Action and Preventive Action plan (CAPA) will be used to inform decisions about compliance with regulatory requirements. Where the registered provider fails to meet the statutory requirements an escalation process may be commenced.

The inspectorate reserves the right to edit responses received for reasons including clarity, completeness and compliance with administrative and legal processes.

The contents of the report are compiled by the inspectorate body.

## Acknowledgments

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

## Part III – Management and Staff

### Regulation 9 – Management and recruitment

*(1) A registered provider shall ensure that-*

- (a) the service has a designated person in charge and a named person who is able to deputise as required,*
- (b) at all times during the period when the pre-school service is being carried on, the designated person in charge or the named person referred to in subparagraph (a) is on the premises, and*

*(2) A registered provider shall ensure that each employee, unpaid worker and contractor is suitable and competent taking into consideration the nature of the needs of children, including by-*

*(a) consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,*

*(b) consideration of references from reputable sources in the case of a person who has no past employers,*

*(c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and*

*(d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.*

*(4) A registered provider shall ensure that, without prejudice to the generality of paragraph (2) and subject to paragraphs (5) and (6), each employee working directly with children attending the service holds at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.*

### Compliance Information

(1)(a) The registered provider was the designated person in charge and there was a named person available to deputise in the service.

(b) The registered provider was on the premises when the early years inspector arrived and remained on site for the duration of the inspection. Staff rosters indicated that either the designated person in charge or deputy were available on the premises at all times when the pre-school children were present.

(2) Five staff files were reviewed on the day of inspection:

(a)&(b) Ten of the ten written validated references, on file for the adults who were from a past employer or from a source other than the past employer.

(c) Garda vetting disclosure were available in respect of the 5 adults.

(d) One adult over the age of 18 years who had lived outside the jurisdiction, for longer than 6 months, while over the age of 18 years, had the required police vetting.

(4) The 5 adults who were working directly with children, all held 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. Copies of qualifications were on file for the 6 staff.

### Part III – Management and Staff

#### Regulation 11 - Staffing levels

*(1) Subject to this Regulation, a registered provider shall ensure that there is at all times an adequate number of adults working directly with the children attending the pre-school service.*

*(2) Subject to paragraphs (4) and (5), a registered provider of a full day care service or a part-time day care service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 1 of Schedule 6 opposite a particular reference number specified in column (1) of that Part in respect of the age range of the children specified in column (2) thereof at that reference number is satisfied.*

*(8) Without prejudice to paragraphs (2) to (7)-*

*(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,*

#### Compliance Information

(1) The preschool attendance records and roster for the previous 3 weeks were reviewed and indicated that an adequate number of staff were working directly with the children. On the day of inspection, the adult and child ratio were correct and maintained.

(2) The minimum ratio of adults to children was adhered to, during the inspection.

On the morning of the inspection there were 32 preschool children being directly cared for by 4 staff.

In the afternoon of the inspection there were 12 preschool children being directly cared for by 4 staff.

(8)(a) The registered provider ensured that 2 staff were on the premises during the operating hours of the service.

## 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;*
- (b) details of the class of service and the age profile of children for which the service is registered to provide services;*
- (c) details of the adult:child ratios in the service;*
- (d) the type of care or programme provided in the service;*
- (e) the facilities available;*
- (f) the opening hours and fees;*
- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (h) details of attendance by each pre-school child on a daily basis;*
- (i) details of staff rosters on a daily basis;*
- (j) details of any medication administered to a pre-school child attending the service with signed parental consent;*
- (k) details of any accident, injury or incident involving a pre-school child attending the service.*

*(4) A record referred to in paragraph (1) shall be open to inspection on the premises by a parent or guardian of a child but only in respect of information concerning that child.*

### Compliance Information

(1)(a),(b),(c),(d),(e),(f),(g),(h) &(i).

There was a total of 33 children’s records and a sample of 6 children’s records were reviewed by the Early Years Inspectors.

The entries reviewed were factual, consistent, and accurate.

The 6 random records of children contain the following:

- The name and date of birth of the child.
- The date on which the child first attended the service.

- The date on which the child stopped attending the service (where relevant).
  - The name and address of the child’s parent or guardian, and a telephone number where that parent or guardian (or a relative or friend of the parent or child) can be contacted during the hours of operation.
  - Written authorisation and permissions for collecting the child.
  - Details are recorded of any illness, allergy, or additional need(s) the child had, together with all the information relevant to the provision of specific care or attention.
  - The name and telephone number of the child’s registered medical practitioner.
  - A record of any immunisations the child has had.
  - Written parental or guardian consent was included to allow the child to have appropriate medical treatment if there was an emergency.
- (4) The registered provider advised and documentary evidence from file review indicated, that all relevant children’s records were kept for 2 years from the date a child stops attending the service

### 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

(1) A registered provider shall, in providing a pre-school service, ensure that-

(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

19(1) (a) and (b)

##### BASIC NEEDS

- The children brought their own snacks in line with the healthy eating policy of the service. The timing of the snacks were appropriate and the food observed was healthy and nutritious. The main hot meal of the day was spaghetti bolognese. Crockery and plates were used at snack time and at the main hot meal of the day.
- Drinking water was readily available in the playrooms for children to access when required.
- Children's behaviour was consistently managed in a positive manner by adults, with an emphasis on positive reinforcement and encouragement.
- Self toileting was promoted for children who were all toilet trained and this was handled in a positive and sensitive manner by adults.
- Adults were observed to be responsive to the children's cues for help e.g at toileting, when completing tasks and at snack time.
- Children were observed washing their hands before snack times and after toileting. Hand washing was both supported and encouraged by adults.
- Structured rest and down time were part of the daily routine in the service.
- Children were observed playing in small and large groups throughout the day.
- The outdoor was to the rear of the service and had a variety of special interest areas which included activity centre, ride on toys, kitchen area, bench, playhouse and a shop. There was also a tuff tray for sensory play.

## 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

##### Infection Control:

- Thermostatically controlled warm water was available in the sanitary areas and was maintained below 43 degrees.

## 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 service did provide evidence that a person trained in first aid responder for children was available at all times to the children attending the pre-school service. There was 1 adult present on the day with a first aid responder in date cert. Two in total had a first aid responder in date cert.

(2)(a) The first aid box was accessible and in a conspicuous position in the entrance hallway to the service.

(b) The first aid box was fully equipped and available to the children attending the pre-school service.

## Part VI - Safety

### Regulation 28 - Insurance

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

#### Compliance Information

The service had insurance for up to 48 preschool children and was valid to the 31/03/2024.