

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015KE028
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Name of Service:	Tots Creche & Daycare Nursery Limited
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Address of Service:	34 Killybegs Manor, Prosperous, Co. Kildare
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Eircode:	W91 XK13
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Name of Registered Provider:	Audrey Murray, Annette Akerlind
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Service type:	Full Day, Part Time, Sessional
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Date(s) of Inspection:	29/04/2025
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No of pre-school children:	AM	34	PM	32
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Address of the Early Years Inspectorate:	Tusla, Suite 7, Vista Primary Care, Ballymore Eustace Road, Naas, Co Kildare, W91 E6H2
Inspection undertaken by:	F Carty and S Quigley
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

Tots Crèche and Daycare Nursery Ltd. is registered to provide full day, part-time and sessional care to children aged 0 to 6 years. The service is one of ten services operated by the registered providers. The service operates from four care rooms in a purpose-built crèche facility. There are two rooms on the ground floor, and two rooms on the first floor. There were two a separate sleep rooms and sanitary accommodation is provided together with an outdoor area which is located at the rear of the building. The service opens from 7.00am to 6.30pm Monday to Friday.

There is a kitchen on the premises where all meals and snacks are prepared.

Staffing

The service employs eleven people. The service has a designated person in charge who is also the manager who was not assigned to care rooms but available to help out when required. The area manager arrived subsequent to the inspector's arrival and did not work directly with the 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, information and records, health, welfare and development of child and safety. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under the following regulations:

Regulation 9 – Management and recruitment

Regulation 11 – Staffing Levels

Regulation 16 – Information and records

Regulation 19 – Health, welfare and development of the child

Regulation 23 – Safety

Regulation 26 – Fire Safety Measures

These findings are outlined within the relevant regulation(s) within this report.

A sampling process was used to assess compliance under regulation 16.

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 inspectors wish to acknowledge the cooperation of person in charge, staff and children who were present on the day of the inspection.

Part III – Management and Staff

Regulation 9 – Management and recruitment

(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.

(3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.

(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

Regulation 9 (2) and (3) was assessed in relation to five new staff who were employed in the service since the last inspection dated 1st August 2024.

(2)(a)(b)

Of the ten references required nine references were available from a past employer.

(c)

Garda vetting disclosures were available for all adults. Staff files were reviewed to assess compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years. Renewed Garda vetting was available for all staff.

(d) International Police vetting was available for one staff member who had lived outside of the State for a period exceeding 6 months as an adult.

(4) Records were available detailing the required qualifications or equivalent for all staff members employed to work directly with the children.

Non-Compliance Information

(2)(a)(b)

One reference was not accepted as it was not from a past employer or reputable source.

(3) The registered provider had not taken the required steps as outlined in Regulation 9(2)(a)(b) and (c) to ensure that new staff were suitable and competent before allowing them access to children as follows:

- One Garda vetting disclosure had not been sought prior to one adult commencing work in the service.
- Two references had not been validated prior to one staff member commencing work in the service.
- One reference was not accepted as it was not from a past employer or reputable source.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(2)(a)(b)

A new reference was obtained for this staff member. The reference was checked and validated, and it is in line with the staff members recent C.V. We will ensure that all the required documents are checked and validated prior to the staff member being offered employment in line with the recruitment policy.

(3)

A reference check was completed for this staff member's references. This was an oversight on the recruitment department. We have addressed this since January 2025, and the recruitment department operates in alignment with our recruitment policy. A new reference was obtained for this staff member and it has been checked and verified in line with the recruitment policy.

Supporting documentation submitted

(2)(a)(b), (3)

Evidence of the service recruitment policy.

Evidence of new reference obtained and verified by the service.

Summary Comment

The corrective and preventive actions together with the supporting documents have been reviewed by the inspector and are deemed to meet the requirements of Regulation 9.

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.

Compliance Information

(1) An adequate number of adults were working directly with the pre-school children attending the service during the inspection.

(2) The registered provider ensured that the minimum ratio of adults to children was maintained in the service. On the day of inspection, there were thirty four children present in the service being supervised by nine adults.

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;

(j) details of any medication administered to a pre-school child attending the service with signed parental consent;

Compliance Information

(h) Details of the attendance of each child attending the service were recorded at the time of entering and leaving the service.

(i) The staff roster was available on the day of inspection and reflected the adults working in the service.

(j) A sample of ten medication administration records were reviewed. These records were signed by staff and parents and were completed appropriately.

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-

(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

(1)(b)

The inspectors observed appropriate care practices in place in the service during the inspection.

Staff stated that all meals are provided daily by the service. A cook was employed to prepare all meals and snacks including a hot meal which was served to the children. Drinks were accessible to the children in the care rooms at all times. Children were encouraged to assist in the preparation for lunch time, handing out cutlery and drinks to their peers. Staff members sat with the children engaged in conversation during mealtimes. Bibs were put on younger children to protect their clothes from soiling.

Older children all accessed the toilet independently during the inspection and staff supported younger children where required. Children requiring nappy changes were changed regularly and when required. Staff demonstrated kindness and warmth during interactions observed by the inspectors and were engaged with the children throughout the inspection. Comfort was offered to children promptly when required. The children appeared happy and content at their play throughout the inspection and were provided with freedom of choice in the materials they wished to use.

Staff supported the children to wash their hands and clean their noses at appropriate times during the inspection. The younger children's faces and hands were washed following meals. Children were encouraged to take turns assisting with tasks in the care rooms to promote independence. Rest areas were available so the children could take time away from the group or rest if required. Staff were observed supporting the children, offering reassurance and praise during play and used prompts to extend and enhance play and learning. In the preschool room staff were observed enhancing the theme of fire brigade and fire fighter by using props such as hoses and paper fire to extend the children's learning.

Minor disagreements were managed positively using positive behaviour management strategies.

All children spent a large part of the day in the outdoor area. A range of appropriate play activities were provided including water play. Suncream was applied prior to going outside due to the warm weather.

Non-Compliance Information

1. A child's wet clothes were not changed prior to them going to sleep despite a staff member changing their nappy and bib. Their bottoms and top were wet when placed to sleep.
2. One child's shoes and socks and another's shoes were removed in the garden prior to being brought to sleep. The children walked along a concrete footpath with no protection on their feet. This poses a risk of their feet being hurt.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

1. Training has been carried out with the manager and staff on the basic care for a child prior to them going to sleep. A new sleep checklist sheet has been put in place to prevent steps of basic care from being missed or skipped in the future.
2. Training has been carried out with the manager and staff on the basic care for a child. Children do not have their shoes or socks removed until they are indoors and ready for bed. Children should not walk in their feet in the communal areas of the service. The operations manager, area managers and service managers will carry out unannounced inspections in between our internal monthly inspections to make sure this is not happening.

Supporting documentation submitted

1. New sleep check forms submitted.
2. Evidence of staff training submitted.

Summary Comment

The corrective and preventive actions together with the supporting documents were reviewed by the inspector and are deemed to meet the requirements of Regulation 19.

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

The inspectors found by observation of practice, review of documentation, discussion with staff and inspection of the premises that the registered providers had taken the following steps to safeguard children attending

General Safety:

The entrance door to the service and all other entrance and exits were adequately secured to ensure the safety of the children within and to avoid unauthorised persons accessing the service or children exiting unsupervised. Cleaning products and hazardous materials were stored safely out of reach of children. The toys and play equipment observed in use by the children on the day of inspection were safe and in good working order. There were no hazards identified in the indoor or outdoor play environments.

Infection Control:

An infection control policy was in place to inform practice. A system was in place for effective sterilization of mouthing toys and soothers which were appropriately stored until sterilised after use. Schedules were in place and maintained to ensure the service, equipment and materials are regularly cleaned. Liquid soap, warm water and paper towels were available to facilitate hand washing.

Administration of Medication:

A medication policy was in place in the service. Care plans were in place for children attending the service who required emergency medication.

Safe Sleep:

Standard cots were provided for children under two years to sleep in and low-level sleeping beds were provided for children over two years to rest as required. Staff were aware of safe sleep guidelines and checked on children every ten minutes.

Fire Safety:

Regular fire drills took place in the service and all emergency exits were kept free from obstruction.

Non-Compliance Information

Infection Control:

1. Five nappy changes were observed by the inspector. The staff member did not wash their hands between any of the changes this is at variance with the infection control policy of the service and poses a risk of cross contamination.
2. The children attending the wobble room did not wash their hands prior to eating their dinner. This is at variance with the service policy and poses a risk of cross contamination.
3. The nappy mat observed in use in the toddler room had obvious dirt and debris in the corners and crevices. The straps did not appear in a clean condition. This poses a risk of cross contamination.

Administration of Medication:

4. A review of documentation and discussions with staff members evidenced that records of temperature reducing medications administered to children whilst in the service was not adequately maintained. Staff members were not recording who gave the medication, who witnessed the medication being administered, or parental signatures. This poses a risk of continuity of care. This practice was also at variance with the service policy.

Action submitted by the Registered Provider

Corrective & Preventive Action

Infection Control:

1. All staff have read the nappy changing policy and procedure and hand hygiene policy and have completed training on these policies and procedures. Hand washing visuals are located beside each nappy changing station. The operations manager, area managers and service managers will carry out unannounced inspections in between our internal monthly Inspections to make sure this is not happening.
2. All staff have read the Hand Hygiene Policy and have completed Infection control training. The operations manager, area managers and service managers will carry out unannounced inspections in between our internal monthly Inspections to make sure this is not happening.
3. Training has been carried out with the service manager and all staff on the basic cleaning procedure after each nappy change. The operations manager, area managers and service managers will carry out unannounced inspections in between our internal monthly Inspections to make sure this is not happening.

Administration of Medication:

4. Adhering to all Policy and Procedures ensures the correct steps are taken when administering medication. All staff have read the policy and had training in administering medication. The operations manager, area

managers and service managers will carry out unannounced inspections in between our internal monthly Inspections to make sure this is not happening.

Supporting documentation submitted

Infection Control:

1. Evidence of staff training and policy.
2. Evidence of staff training and policy.
3. Evidence of staff training and policy. New cleaning checklists.

Administration of Medication:

4. Evidence of staff training and policy

Summary Comment

The corrective and preventive actions together with the supporting documents were reviewed by the inspector and are deemed to meet the requirements of Regulation 23.

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 fire fighting equipment and smoke alarms in the premises.*

Compliance Information

- (1)
- (a) A written record was available detailing fire drills that had taken place in the service. The record showed that the last fire drill had taken place on 10 April 2025.
 - (b) There was a record to show that the firefighting equipment had been serviced during July 2024 and that maintenance of the fire detection and alarm system had taken place on 27 March 2025.