

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015KE082		
<b>Name of Service:</b>	Little Harvard Childcare Ltd		
<b>Address of Service:</b>	46 Captains Hill, Leixlip, Co. Kildare		
<b>Eircode:</b>	W23 T027		
<b>Name of Registered Provider:</b>	James Hargrave		
<b>Service type:</b>	Full Day, Part Time, Sessional		
<b>Date of Inspection:</b>	29/04/2024		
<b>No of pre-school children:</b>	AM	52	PM 40
<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Tusla, Child and Family Agency, SAP Office, St. Loman's Campus, Springfield, Mullingar, Co. Westmeath		
<b>Inspection undertaken by:</b>	C. O'Connor Hughes & K. Murphy		
<b>Title:</b>	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).

<b>Conditions if applicable</b>	Not applicable
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### Description of service

This full day care service offers sessional, part- time and full day care places for children aged one to six years of age. A school age childcare service is provided. The service operates from 07:00 to 18:30 on a Monday to Friday basis. The service is part of a multiple.

The early years' service is located in a single storey, purpose-built building and has four pre-school rooms in operation namely the wobbler room, playschool room, pre-school room 1 and pre-school room 2. A sleep room, kitchen and an office are also in place. There is an outdoor play area at the rear and side of the premises for use by children. The service is located in a residential area in the town of Leixlip, Co. Kildare.

### Staffing

The manager, deputy manager, eight childcare staff, a student on work placement, a cook and a cleaner were present on the 29 April 2024. The service was supported by the area manager who attended the service after the inspector's arrival and remained on site throughout the inspection and the closing meeting. The registered provider does not work directly with children and was not present during the inspection.

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

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 co-operation of the area manager, centre manager, deputy manager, 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.*

*(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)

A named person in charge was available in the service. The centre manager and deputy manager were present upon the inspector's arrival to the service.

(b)

The centre manager and the deputy manager were present throughout the inspection. The area manager arrived at the service after the inspectors commenced the inspection at approximately 11:00 and remained on site for the remainder of the inspection.

Twenty-two files including the student on work placement, registered provider, second owner of the service, general manager, area manager, child protection and compliance officer and a contractor were reviewed and the following was noted:

(2)(a)

The required number of written validated references were available from past employers in respect of the adults.

(b)

The required number of written validated references were available from a source other than a past employer in respect of the adults.

(c)

A Garda Vetting disclosure was available in respect of the adults.

The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d)

Police vetting was available in respect of ten adults who lived outside the state for a period of longer than 6 consecutive months.

(4)  
Adults working directly with children as part of the adult to child ratio held qualifications at levels 5 to 8 in Early Childhood Care and Education on the National Framework of Qualifications or a qualification deemed by the Minister to be equivalent.

## 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 ratio of adults to children was maintained during the inspection.

(2)  
There were fifty-two children attending the service in the morning and forty children in the afternoon supervised directly by eight adults. The area manager, manager and deputy manager provided relief cover in the pre-school rooms.

(8)(a)  
The staff roster indicated that two adults are on the premises at all times.

### 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;*
- (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.*

#### Compliance Information

(1)

The service kept and maintained written records of information in relation to the service in accordance with Regulation 16 (1)(a)(b)(c)(d)(e)(f)(h)(i)(j) and (k).

### Part IV – Information and Records

#### Regulation 17 – Information for parents

*A registered provider shall ensure that a parent or guardian of a child proposing to attend the service is provided with the information referred to in subparagraphs (a) to (g) of Regulation 16(1).*

#### Compliance Information

Information for parents was reviewed and contained the required information in respect of Regulation 16 (1)(a) to (g).

### 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*

#### Compliance Information

(1)(a)

Children explored their environment moving freely from one play experience to the next in the pre-school rooms supervised by staff. Children enjoyed tabletop activities, story time, playdough activities and free play in the outdoor play area supported by staff. Younger children enjoyed free play and playing or relaxing in the ball pool in the wobbler room. Children made choices as to what they played with and what activity to participate in.

Staff supported and assisted children at mealtimes. Bibs were applied to protect younger children's clothes while eating their snacks and meals in the wobbler room. Older children in the playschool room were offered choices of food to eat at snack time. Children were given time to enjoy their food and converse with their peers.

Nappy changing was carried out on a regular basis and as required. Good communication was observed between the staff member and child during nappy changing. Older children went to the toilet independently and staff reminded children to wash their hands after using the toilet.

Staff were familiar with each child and their personalities. Positive interactions were observed between staff and children in the following ways, eye contact was maintained, individual names and soft language tones were used and positive praise given to children on the completion of activities. One child settling into the wobbler room was accompanied by their mother for a short period of time as part of the services' settling in policy. Good teamwork was observed amongst staff.

The pre-school rooms were bright and colourful. Age and stage appropriate toys and materials were accessible to children on low level wooden shelving and included books, jigsaws, bricks, blocks, dolls, prams, arts and crafts and fine motor skill toys. Areas of interest included a home area, construction, dress up and water/ sensory play. Children's artwork was displayed in the pre-school rooms depicting various themes "Our Sea" and "playschool springboard".

The service worked in partnership with parents and used a daily communication diary to provide updates to parents of the child's daily routine, work and play activities. A verbal handover was observed between the staff member and parent at collection time. A learning journal incorporating the children's play and work activities was presented to the parents at the end of the pre-school term. A group learning journal depicting the children's play and work activities were displayed outside the pre-school rooms for parents to view.

## 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-*

*(a) having regard to the number of pre-school children attending the service, their respective ages and the amount of time they spend on the premises, there are adequate and suitable facilities for each child 19 to play indoors and, where required by these Regulations, outdoors, during the day, and*

*(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.*

*(2) A registered provider-*

*(a) of a full day care service, a part-time day care service, a sessional preschool service or a childminding service that is registered for the first time on or after 30 June 2016*

*shall ensure that a suitable, safe and secure outdoor space to which the preschool children attending the service have access on a daily basis is provided on the premises.*

### Compliance Information

(1)(a)

Suitable play equipment was provided indoors and outdoors which included toys and equipment for tabletop activities, construction, sensory play and home corners.

(b)

A separate sleep room for children under the age of two attending the wobbler room was equipped with seven standard cots. Low level sleep beds were available in the service for any child over the age of two years who required rest or sleep. Individual sleep linen was available for each child.

(2)(a)

An outdoor area was available to the side of the service consisting of an artificial grass surface and segregated into different play areas for children. Age and stage appropriate toys and equipment were available for children of all ages. A high-level wooden fence secured the perimeter of the outdoor area.

### 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.*

#### Compliance Information

A menu plan was available and reviewed in the service. Children’s dietary requirements were accommodated. The service provides meals and snacks to children attending on a full day care basis. Parents provide a healthy snack to children attending the ECCE session.

At 11:00 the snack observed consisted of brown bread, turkey slices, fruit and rice cakes. A choice of water or milk was offered to the children.

At approximately 14:00 the cook served the main meal of vegetarian lasagne and garlic bread to children.

Refrigerators were available for the storage of non-perishable goods in the pre-school rooms. Lunches for children attending the ECCE scheme were stored correctly.

### 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 door to the service was secure to ensure the safety of the children within. A wooden fence and gate surrounded the perimeter of the main entrance to prevent access of children onto the car park. A coded system was in place for access to the service.

The following checklists were in place in the pre-school rooms of the service in respect of health and safety, room temperatures, outdoor play areas and a record of movement for children from one room to another in the service.

The service met the necessary safety requirements in respect of the indoor environment, toys and equipment and the safe storage of cleaning agents. The Inspectors signed the visitor book in the entrance area of the service.

### **Infection Control:**

Cleaning schedules were available and reviewed. Warm water and hand paper towels and liquid soap was available in the sanitary accommodation and in the nappy changing areas in the wobbler and playschool rooms.

The temperature of the water recorded at the wash hand basins was approximately 31 degrees Celsius.

Children were observed to wash their hands before snacks, after toileting and after nappy changing.

The nappy changing procedure observed was carried out correctly in line with the service's nappy changing policy.

Soothers were stored correctly in individually labelled containers in the wobbler room.

Foot operated pedal bins were available in the pre-school rooms and in the associated sanitary accommodation for the hygienic disposal of waste.

Natural and mechanical ventilation was noted in the sanitary accommodation and nappy changing areas.

Windows were open in the pre-school rooms to allow for natural ventilation.

### **Administration of Medication:**

No medication was administered at the time of the inspection. Records were in place in respect of any prescription or non-prescription medication administered to children. An emergency plan was in place for children with a defined medical condition.

### **Safe Sleep:**

A record of the colour, position and breathing of sleeping children was noted in individual sleep logs maintained in the sleep room. Staff sat and observed children while sleeping in the wobbler room. The sleep room temperature noted in the wobbler sleep room was recorded at 16.6 degrees Celsius.

**Fire Safety:**

Emergency exits were unobstructed throughout the service. A fire assembly point was noted to the front of the premises.

**Outing:**

Risk assessment documentation and checklists were available and reviewed to support the outings conducted from 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)

Four adults present were qualified in First Aid response (FAR) and available in the premises for the hours of operation.

(2)(a)

Three first aid bags were available in accessible and conspicuous locations in the service.

(b)

A first aid bag was accessible to children in the pre-school service.

**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 on the premises. The most recent fire drill was recorded as taking place on 26 March 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 in July 2023. The smoke alarms were serviced in April 2024.

(4)

A notice of the procedures to be followed in the event of a fire was displayed in a conspicuous position in the entrance hall and in the pre-school rooms.

### Part VI - Safety

#### Regulation 28 - Insurance

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

#### Compliance Information

There was evidence of current insurance cover for the number of children attending the service and the expiry date noted as 27 March 2025.

### Part IX - Inspection and Enforcement

## Regulation 33 – Furnishing of information to agency

*A registered provider shall furnish the Agency with such information as the Agency may reasonably require for the purpose of enforcing and executing these Regulations and the information shall be in such form, if any, as may be specified by the Agency.*

### Compliance Information

The centre manager furnished all information as reasonably required by the Agency for the purpose of enforcing and executing these Regulations.