

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015KE089
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Name of Service:	Bright Sparks Childcare Centre
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Address of Service:	Station Road, Allenwood, Naas, Co. Kildare
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Eircode:	W91 EF29
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Name of Registered Provider:	Donrina Shorunke
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Service type:	Full Day, Part Time, Sessional
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Date of Inspection:	23/10/2023
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No of pre-school children:	AM	42	PM	28
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Address of the Early Years Inspectorate:	Early Years Inspectorate Child and Family Agency, Suite 7, Vista Primary Care Centre, Ballymore Eustace Road, Naas, Co. Kildare, W91 X38W
Inspection undertaken by:	T. Duignan and F. Maher
Title:	Early Years Inspector(s)

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	n/a
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Description of service

Bright Sparks Childcare Centre opened in 2005. It is a non-profit based service and has a charitable status. The childcare service provides Full Day Care, Part-time and Sessional education and care to pre-school children aged 0-6 years of age. After school services are also provided to school aged children.

The service operates from a large purpose-built premises situated within a rural location. There are six pre-school rooms, two sleep rooms with cots available for children aged 0-2 years requiring sleep and nappy changing facilities in the sanitary areas attached to each care room. The service has two designated outdoor areas – one to the side suited to the younger children and a larger space to the rear of the property which provides more space for the older children to run and play games.

Staffing

The service employs sixteen adults including the registered provider.

Twelve adults including the registered provider were present on the day of the inspection. There were ten adults working directly with the preschool children. Two adults were available to provide support to the care rooms when needed.

The other adults present included the administrator for the service and the cook.

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 and safety. 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.

Additional Information

9 October 2023 - Information was received by the Feedback and Concerns department. The content of the information received, when assessed, triggered an inspection.

Acknowledgments

The inspectors wish 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
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.

(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;

Compliance Information

- (1)
- (a),(b) There was a designated person in charge and a named person to deputise when needed and both were present on the premises.

(c) There was a clear management structure in the service that identified the lines of authority and accountability in the service and the specific roles and responsibilities of each employee. All staff were familiar with the management structure when asked.

The records of sixteen staff members employed and/or present in the service were reviewed.

(2)(a),(b) Thirty two written and verified past employer references or references from a reputable source, in the absence of a past employer, were available in respect of sixteen records reviewed.

(c) Garda Vetting disclosures were available for sixteen employed staff members.

(d) Police vetting was available for four staff members who had lived in a state other than the State for a period of longer than 6 consecutive months.

(4) All members of staff employed and who work directly with the children whose records were reviewed held a major award at Level 5 or higher in Early Childhood Care and Education on the National Qualifications Framework. Three staff members were in possession of a letter of qualification recognition issued by the Department of Children, Equality, Disability, Integration and Youth (DCEDIY).

(7)(a) The registered provider facilitated regular team meetings and one to one supervision with the staff. This was evidenced by written documentation which included team meeting agendas and the staff supervision individual record. A sample agenda and minutes of a recent team meeting showed evidence that the behaviour management policy for the service had been discussed.

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

The registered provider ensured that the required written policies, procedures, and statements specified in schedule 5 were in place in the service. The content of the following policies was reviewed and met the requirement of the regulations:

- Statement of Purpose and Function.
- Behaviour Management policy
- Accident and Incident policy
- Complaints policy
- Child protection policy
- Staff training policy

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) There were forty-two children attending the service being supervised directly by ten staff members during the inspection.
- (2) The minimum ratio of adults to children was adhered to during the day as specified in column (3) of Part 1 of Schedule 6.
- (8)(a) The staff roster indicated that they were at least two adults on the premises at all times

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

The registered provider confirmed that all parents receive a parent's handbook prior to their child commencing in the service. The handbook was reviewed and included the information as outlined above.

Part V - Care of Child in Pre-school Service

Regulation 19 - Health, welfare and development of child

(3) A registered provider shall ensure that no practices that are disrespectful, degrading, exploitive, intimidating, emotionally or physically harmful or neglectful are carried out in respect of a pre-school child whilst attending the service.

Compliance Information

(3)

The staff members in each pre-school room were observed being very kind and respectful towards the children in their care. First names, appropriate eye contact and gentle vocal tones were used during all interactions with the children. Children were observed being listened to and encouraged to express their thoughts and feelings. The staff member in the baby room was observed to hold, cuddle and comfort the babies.

There was emphasis on positive praise and encouragement as observed throughout the inspection. All staff in the service were very clear and very confident in their ability to manage children's behaviours appropriate to the relevant age and stage of development. They demonstrated knowledge of the six-step behaviour management strategy used in the service and each care room had a visual poster displayed.

Transitions were well managed in the care rooms, and the staff members prepared the children in advance when moving from one activity to another and from indoors to the outdoors. The children were observed to be comfortable and relaxed and were heard to use the staff members first names when speaking to them. The drop off and collection times were opportunities for staff members to briefly share information with parents about their children.

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

Children were observed being supervised at all times throughout the inspection by the staff caring for them both indoors in their care rooms, in the sanitary areas and in the outdoor play area.

Part VIII - Notifications and Complaints

Regulation 32 – Complaints

- (1) A registered provider shall ensure that the complaints policy of the service specifies-
- (a) the procedure to be followed by a person for the purposes of making a complaint in relation to the service,
 - (b) the manner in which such a complaint shall be dealt with, and
 - (c) the procedures for keeping a person who makes such a complaint informed of the manner in which it is being dealt with.
- (2) A registered provider shall ensure that-
- (a) a record in writing is kept of a complaint made to the provider in respect of the pre-school service, and
 - (b) the complaint is duly dealt with in accordance with the provider's complaints policy.
- (3) A record in writing referred to in paragraph (2)(a) shall-
- (a) include the nature of the complaint and the manner in which the complaint was dealt with, and
 - (b) be open to inspection on the premises by an authorised person.
- (4) A registered provider shall ensure that a record in writing referred to in paragraph (2)(a) is retained for a period of 2 years from the date on which the complaint has been dealt with.

Compliance Information

- (1) The complaints policy referred to the procedures outlined in (1)(a)(b)(c).
- (2)(a) A record in writing was available of a recent complaint reported to the person in charge of the service.
- (b) The complaint procedures as outlined in the complaints policy had been followed by management.
- (3)(a)(b) The record in writing, clearly indicated the nature of the complaint and outlined how it was dealt with; this was open and available for review by the inspector.
- (4) The registered provider ensured that a record in writing of the complaint will be retained for a period of 2 years. This was stated in the complaints policy for the service.

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 registered provider furnished all information as reasonably required by the Agency for the purpose of enforcing and executing these Regulations.