

# Early Years Inspectorate Regulatory Report

## Pre School

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| <b>TUSLA Identifier:</b> | TU2015KE137 |
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| <b>Name of Service:</b> | Happy Hands Creche |
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| <b>Address of Service:</b> | 01 Old Chapel Court, Caragh, Naas, Co. Kildare |
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| <b>Eircode:</b> | W91 EE76 |
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| <b>Name of Registered Provider:</b> | Elaine Moore |
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| <b>Service type:</b> | Full Day |
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| <b>Date of Inspection:</b> | 23/07/2024 |
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| <b>No of pre-school children:</b> | AM | 8 | PM | 9 |
|-----------------------------------|----|---|----|---|

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| <b>Address of the Early Years Inspectorate:</b> | Early Years Inspectorate<br>Child & Family Agency<br>Suite 7, Vista Primary Care<br>Ballymore Eustace road<br>Naas, Co. Kildare, W91 X38W. |
| <b>Inspection undertaken by:</b>                | F. Maher, C. Kerrigan  |
| <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).

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| <b>Conditions if applicable</b> | N/A |
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### Description of service

Happy Hands crèche is a private full day care service located in the village of Caragh Co. Kildare, part time and sessional care and education is also offered. The age profile registered is 0-6 years and the service opens from 08:00am-17:30pm Monday-Friday. The premises is purpose built and four pre-school rooms are provided along with a kitchen, staff room and a play area located to the rear of the building. The main entrance is located to the rear of the premises. One pre-school room was operational over the summer period.

### Staffing

There are eight adults employed in the service. There were six adults present on the day of inspection and included the registered provider, person in charge, three adults working directly with the pre-school children, one of whom arrived to the service at 10:30am and one adult responsible for school age children who arrived to the service at 13:00pm.

### 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 cooperation of the registered provider, 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

*(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),(b)

There was a designated person in charge and a named person to deputise as required. The person in charge remained in the service for the duration of the inspection.

The records of eight staff employed in the service were reviewed.

(2)(a),(b)

Sixteen written and verified references from a past employer or from a reputable source in the absence of a past employer, were available in respect of eight staff members whose records were reviewed.

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

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

(d) Police vetting was in place for one adult employed who had lived in a state other than the State for a period of longer than 6 consecutive months.

(4)

Six employed adults working directly with the children held qualifications in Early Childhood Care and Education at Level 5 or higher on the National Qualifications Framework 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)

There were 9 pre-school children attending the service being supervised directly by 3 adults.

(2)

The minimum ratio of adults to children was adhered to during the day.

(8)(a)

There were at least two adults on the premises at all times for the duration of the Inspection. This was confirmed following review of the staff roster for the service.

### 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.*

*(2) A registered provider of a pre-school service in a drop-in centre or of 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 particulars specified in subparagraphs (a), (d), (e) and (f) of paragraph (1).*

*(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-*  
*(c) an authorised person.*

#### Compliance Information

(1)(a)-(i)

Ten child records were assessed and contained the relevant written details outlined in (a)-(i) of the regulation.

(2)

Not applicable as this was not a drop-in service.

(3)(c)

All child records were available for inspection.

### Part V - Care of Child in Pre-school Service

#### Regulation 21 – Equipment and materials

*A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.*

#### Compliance Information

There was a variety of age-appropriate toys, materials and equipment available indoors and outdoors for children to use and play with throughout the morning. Low level open shelving ensured resources were always freely and easily accessible to the children in the pre-school room.

Child sized tables and chairs provided areas for the children to sit comfortably for tabletop activities and when eating snack/dinner and aprons were available for messy play activities.

There were plenty of art and craft materials available including, paint, paper, crayons and materials for gluing, cutting and sticking and areas of interest that included dress up, kitchen/home corner and construction areas which were well resourced with associated props and real-life equipment. The sand tray had plenty of sand and a variety of books were displayed on the stand adjacent to the rest area.

The equipment in the outdoor area encouraged a variety of gross motor activities and included a slide set with platform and three slides, a wooden climbing wall, wooden climbing frame, basketball hoop and ride on equipment. A covered area ensured play could continue during wet weather.

### 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

The service had a healthy eating policy in place and provided the meals and snacks to the children attending on a full day care basis. A three-week menu was displayed in the entrance hall of the service and all food was freshly prepared by the onsite cook. The hot meals provided, as per the three-week menu displayed, was observed to be varied and nutritious and included a variety of meat, potatoes and vegetables, casseroles with meat, vegetables and potato and various pasta/curry dishes with rice, meat and vegetables added. The morning snack served included carrot pieces, apple wedges, bread sticks and raisins with milk offered to drink. Drinking water was freely available throughout the day in the pre-school room and the older children were encouraged to self-serve water from the drink station in the room.

The staff members advised the inspector they encouraged healthy eating practices with the children and incorporated discussions about food and food choices on a regular basis.

The person in charge advised that the staff assigned for food preparation were trained in food safety and the kitchen was registered with the relevant health authority.

### 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 entrance gate to the service was secure and controlled by staff to prevent children from exiting the service unsupervised and to restrict unauthorised persons from gaining access to the pre-school. Daily risk assessments were completed, and the service met the necessary safety requirements in respect of the indoor environment, toys and equipment and safe storage of cleaning agents.

##### Infection Control:

Thermostatically controlled hot water, liquid hand soap and paper hand towel, hygienically dispensed from wall mounted units, were readily available for hygienic hand washing and drying and handwashing routines were well established and observed.

Foot pedal operated bins were provided for the disposal of used tissues, paper towel and waste.

##### Administration of Medication:

Medication was not given at the time of the inspection, written parental consent was available should medication be required to be administered to a child.

##### Fire Safety:

Monthly fire drills had been carried out and staff members were familiar with fire safety evacuation procedures from the service. The fire exits were easily recognisable and not obstructed.

##### Outing:

An outings policy was in place to guide practice when undertaking an outing from the service.

#### Non-Compliance Information

### General Safety:

1. One wooden slat was missing, and another was broken with jagged edges from part of the wooden seating area in the covered space in the garden; these posed potential risks of an entrapment injury and/or a scrape injury to a child if/when sitting on this part of the seat.
2. Part of the lower end of the plastic sheeting to the side of the covered area was observed with a jagged edge and was a risk of potential injury to a child if/when playing close to this area.
3. There was no toilet seat for the middle toilet in the sanitary area; this posed a potential injury risk should a child become unstable and fall off or down into the toilet.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

##### General Safety:

Our local handy man is booked to come 16<sup>th</sup> of September for repairs.

In the meantime, we have taped up the bench and plastic sheeting with heavy duty outdoor resistant tape which covers all ragged edges and creates a smooth top; the toilet has been locked and taken out of use until repaired.

A daily back garden checklist is done once a day with safety checks of all areas.

Management have messaged staff outlining the importance of addressing their risk assessments with the manager and a weekly management checklist has commenced with time spent in each room by the manager checking the paper work, set up, areas, risks etc.

#### Supporting documentation submitted

##### General Safety:

Photographs x 2

Documents x 3

### Summary Comment

Following review of the written response and supporting documentation the requirement for regulation 23 has been met; this regulation will be reviewed at the time of the next inspection.

### 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)

One adult present was trained in in first aid response (FAR), expiry date, February 2025 and was immediately available to the children attending the service.

(2)(a)

The first aid equipment was safely stored, in a conspicuous position in the pre-school room.

(b) A suitably equipped first aid box was available at all times to the children attending the 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 fire fighting 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 record in writing was kept of all fire drills that took place in the premises, the last recorded fire drill was dated 11 June 2024.

(b) There were records available detailing the maintenance of the firefighting equipment and fire/smoke detection system in the service dated 9 April 2024 and 5 June 2024 respectively.

(4)

Notices were displayed detailing the procedures to be followed in the event of fire.

## 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

The children were observed to be supervised by the staff caring for them at all times in the pre-school room, sanitary area and in the outdoor play area during the inspection.