

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015KE161				
Name of Service:	Fun Times Preschool				
Address of Service:	Scrouthea, Goulyduff, Athy, Co. Kildare				
Eircode:	W91 V020				
Name of Registered Provider:	Cathy Ryan				
Service type:	Sessional				
Date of Inspection:	01/06/2023				
No of pre-school children:	<table border="1"> <tr> <td>AM</td> <td>9</td> <td>PM</td> <td>N/A</td> </tr> </table>	AM	9	PM	N/A
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Address of the Early Years Inspectorate:	<p>Early Years Inspectorate, Child and Family Agency Suite 7, Vista Primary Care Centre Ballymore Eustace Road Naas Co. Kildare. W91 X38W</p>
Inspection undertaken by:	F. Maher
Title:	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).

Conditions if applicable

Not applicable

Description of service

Fun Times pre-school is located in a rural area outside the town of Athy and operates from one pre-school room on the ground floor of the registered provider's private home. Sessional care and education is provided to children from 2-6 years of age. The hours of operation are between 9:30am-12:30pm, Monday-Friday for 38 weeks of the pre-school year.

There is a large outdoor play area to the side of the premises.

Staffing

Two people, including the registered provider are employed in the service and were present and working 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, health, welfare and development of child and safety. The inspections 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 inspector wishes to acknowledge the cooperation of the registered provider, staff member 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)

There was a designated person in charge and a named person to deputise as required.

(b) The named person in charge remained on the premises for the duration of the inspection.

(2)(a)

The records of both persons employed in the service were reviewed.

Three written and verified past employer references were available in respect of two persons employed in the service.

(b) One written and verified reference from a reputable source was available in respect of one person employed in the service

(c) Garda vetting disclosures were available for both persons employed.

(d) Police vetting was not required, no person employed had lived in a state other than the State for a period of longer than 6 consecutive months.

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.

(3) Subject to paragraph (5), a registered provider of a sessional pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 2 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) therefore at that reference number is satisfied.

Compliance Information

(1)

There were nine children attending the service being supervised directly by two staff members.

(3)

The minimum ratio of adults to children was adhered to during the day as specified in column (3) of Part 1 of Schedule 6.

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-

- (a) a parent or guardian of a pre-school child but only in respect of the record relating to that child,*
- (b) an employee who is authorised in that behalf by the registered provider, and*
- (c) an authorised person.*

(4) A registered provider shall ensure that a record in writing referred to in paragraph (1) is retained for a period of 2 years from the date on which the child to whom it relates ceases to attend the service.

(5) A registered provider shall ensure that a record in writing referred to in paragraph (2) is retained for a period of 2 years from the date on which the child attends the service.

Compliance Information

All records of the attending children were assessed.

(1)

Nine child records assessed confirmed the details were completed from (a)-(i) as required.

(2)

Not applicable as the service is not a drop in or temporary service.

(3)(a),(b),(c)

The records in writing were open to inspection on the premises.

(4),(5)

The registered provider confirmed that the records were retained in storage for the required period.

Part IV – Information and Records

Regulation 18 – Copy of Act etc.

A registered provider shall ensure that a copy of Part VIIA (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013)) of the Act and of these Regulations is kept on the premises and the said copies shall be open to inspection on the premises by-

(a) a parent or guardian of a child attending or proposing to attend the service,

(b) an employee, unpaid worker or contractor, and

(c) an authorised person.

Compliance Information

(a),(b),(c)

The childcare regulations were available for inspection on the premises.

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

The tables and chairs provided for the children in the pre-school room were age appropriate and the correct size and height for each child to sit comfortably for snack time and when engaging in tabletop activities.

The pre-school was well resourced with play and learning materials, both indoors and outdoors that were readily available and easily accessible to the children at all times.

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 parents provided the morning snack for their child. Foods provided included sandwiches/wraps with various healthy fillings, fresh fruit pieces, crackers, cheese and yoghurts or fromage frais.

Children had their own drinks of either water or fruit juice and fresh drinking water was available at all times in the service.

Staff members ensured all food provided was nutritious and suitable and immediately cut any whole grapes or similar foods observed in lunch boxes to prevent a choking risk to a child.

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 secured and controlled by staff to prevent children from exiting the service unsupervised and to restrict unauthorised persons from gaining access to the pre-school. The kitchen was secure and not accessible by the children. The outdoor play area was enclosed with a wooden fence and gate to ensure the safety of children when playing in the area. No hazards were observed indoors or outdoors, and all toys and equipment observed were in good condition and working order.

Infection Control:

The premises were observed maintained in a clean and hygienic condition and staff were observed cleaning down tabletops prior to the children eating their snack. Children's hands were washed before eating, following toilet

use, outdoor and messy play with hand washing supervised by the staff. There was a supply of thermostatically controlled hot water, liquid hand soap and paper towel to support hygienic hand washing and drying. Foot pedal operated bins were available for the safe disposal of used paper hand towel and tissues.

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:

Fire drills were carried out and records maintained. All fire exits were easily identifiable and unobstructed including the garden area assembly point. Staff and children practiced a fire drill during the inspection and children were observed to exit the premises in a safe and timely manner under staff supervision.

Outing:

Outings were not conducted from the service as confirmed by the registered provider.

Part VI - Safety

Regulation 24 - Checking in and out and record of attendance

(1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.

(2) Where there are more than 15 children attending a pre-school service in a drop-in centre, the registered provider shall ensure that one employee or unpaid worker is assigned responsibility for the checking in and out of children.

(3) A registered provider shall ensure that-

(a) no person other than-

(i) pre-school child attending the service,

(ii) a person dropping or collecting such a child,

(iii) an employee, or

(iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and

(b) a daily record in writing is kept of the entry on the premises of any such person.

(4) A registered provider shall ensure that a record in writing referred to in paragraph (3)(b) is retained for a period of one year from the date to which it relates.

Compliance Information

- (1)
The registered provider ensured that each child was checked in and out of the service. This was confirmed by the written attendance records maintained in the pre-school room.
- (2)
Not applicable, this was not a drop in service.
- (3) (a),(b)
The registered provider ensured that any person entering the service was approved and a record in writing was maintained.
- (4)
The registered provider confirmed that the records were retained in storage for the required period of time.

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)
A person was trained in in first aid for children, expiry date, July 2023 and was immediately available to the children attending the service.
- (2)(a)
The first aid equipment was safely stored, in a conspicuous position in each room.
- (b) A suitably equipped first aid box for children was available to the children attending the service.

Non-Compliance Information

- (1)

There was no person with completed First Aid Responder (FAR) training as the certificate had expired August 2022.

It is acknowledged that documentary evidenced demonstrated that FAR training had been booked for the registered provider on 18 July 2023.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

A FAR Course has been booked to take place on 18th July, 2023 with online training to be undertaken prior to that. All certificates will be reviewed at the beginning of the school year and entered into the calendar when refresher courses are required.

Supporting documentation submitted

Copy of booking document for FAR refresher training booked July 2023.

Summary Comment

The requirement for Regulation 25 has not been met at this time due to the timeframe to complete training.

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. A fire drill took place 1 June 2023.

(b)

There were records available detailing the maintenance of the firefighting equipment in the service dated April 2023.

(4)

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

Non-Compliance Information

(1)(a)

Records were not available for the smoke/fire alarm system in the premises.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

A certificate was issued for the maintenance of the fire detection system. A note will be taken on the calendar one month before the certificate falls due.

Supporting documentation submitted

Copy of servicing document for the smoke/fire detection system dated June 16, 2023.

Summary Comment

The requirement for Regulation 26 has been met.

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 valid until 27 March 2024. The insurance provided cover for 22 children.