

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015KE204
--------------------------	-------------

<b>Name of Service:</b>	Enquiring Minds
-------------------------	-----------------

<b>Address of Service:</b>	30A St. John's Grove, Johnstown, Kill, Co. Kildare
----------------------------	--

<b>Eircode:</b>	W91 N567
-----------------	----------

<b>Name of Registered Provider:</b>	Claire Venter
-------------------------------------	---------------

<b>Service type:</b>	Full Day, Part Time, Sessional
----------------------	--------------------------------

<b>Date(s) of Inspection:</b>	02/09/2024
-------------------------------	------------

<b>No of pre-school children:</b>	AM	27	PM	27
-----------------------------------	----	----	----	----

<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Tusla Child and Family Agency, Suite 7, Vista Primary Care, Ballymore Eustace Road, Naas, Co. Kildare, W91 X38W
<b>Inspection undertaken by:</b>	E. Mulhern
<b>Title:</b>	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).

<b>Conditions if applicable</b>	Not applicable
---------------------------------	----------------

### Description of service

This service is one of three early years services privately operated by the registered provider. The service is registered to provide full day, part-time and sessional education and care to children aged 0-6 years and opens from 7.30am to 6.30pm, Monday to Friday. A school aged service is provided also.

The service operates from a purpose-built premises within a residential area in the village of Johnstown, Kill, County Kildare. Children are allocated to one of four pre-school rooms according to their age and stage of development. The premises also includes two sleep rooms, a kitchen, sanitary facilities, an office and a staff room. Outdoor play areas are located at the front and the rear of the building.

### Staffing

There are twelve staff members employed to work in the service including the person in charge, cook, cleaner, maintenance person and person who works with school-aged children. Eight staff members are employed to work directly with the pre-school children, with the person in charge available to help as needed.

### 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 areas of governance/ health, welfare and development of child and safety. The inspection may also focus on other areas as required.

Regulation 9 (1), (2), (4) - Management and recruitment

Regulation 11 (1), (2) & (8) (a) - Staffing levels

Regulation (15)(1) – Record of Pre-School Child

Regulation 19 (1)(b) – Health, Welfare and Development of Child

Regulations 25 – First Aid

Regulation 26 – Fire Safety Measures

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, 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) The service had a person in charge and a named person to deputise.
- (b) Both the person in charge and a named person who could deputise were on the premises during the inspection. The staff roster provided for either the named person or person who could deputise to be present at all times of opening.

(2) The registered provider ensured that all staff were suitable and competent prior to employment as outlined:

- (a) & (b) It was evident that adequate consideration had been given to references for all staff members. References had been sourced from their past employers and from another source where they had only one or no previous employers. All references had a record of verification checks carried out.

(c) Garda vetting disclosures were available for all staff members. Garda vetting disclosures had been renewed in accordance with the Early Years Inspectorate Regulatory Notice, which requires services to renew Garda vetting every three years.

(d) International police vetting had been sourced for all staff members who had lived in another state for more than six months as an adult.

(4) All staff employed to work directly with children held at least a major award in Early Childhood Care and Education at Level 5 on the National Framework of Qualifications or a qualification deemed equivalent by the Minister.

### 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) An adequate number of adults were working with the children. Six staff members were allocated to work directly with 27 children. The person in charge was available to provide break cover and assistance as needed.

(2) The minimum adult to child ratio requirement was always maintained.

(8) (a) There were at least two adults on the premises throughout the inspection. The staff roster provided for at least two adults to be present at all times of opening.

### 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.*

#### Compliance Information

A sample of 10 records for children were reviewed. The required information was available as outlined below.

- (a) The name and date of birth of each child.
- (b) The date when each child first attended the service.
- (c) A section was available for recording the date when the child ceases attending.
- (d) The name, address and telephone number of parents and information where parents can be contacted.
- (e) Names and contact details of other adults authorised to collect the child.
- (f) Medical information, allergies, dietary preferences, additional needs, and other information specific to the child.
- (g) The name and telephone number of the child’s medical practitioner.

(h) Immunisation details.

(i) Signed parental consent for medical treatment in the event of an emergency.

## 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

The registered provider ensured that suitable care practices were in place. The adult's demonstrated knowledge of the individual children in their care including their likes, dislikes and whether they had any allergies or additional care needs. Jugs of water and beakers/cups were always available within the children's rooms. The children chose when to have snacks and were supported by the adults to serve themselves. Meals were provided at regular intervals with staff sitting with the children, facilitating conversation and providing help as needed.

The adults supported the children to manage their personal care; they placed bibs on the younger children to protect their clothes from becoming soiled or wet when eating; they helped the children to clean their faces and hands after eating; they checked the children's nappies regularly and changed them promptly when required. The adults used these opportunities for warm one-to-one interactions. Children who used the toilet were supported towards independence.

Children attending the Baby room were placed to sleep according to their individual routine. Children attending the Wobbler and Toddler rooms were provided with an opportunity to sleep after dinner. Children slept in cots and on low beds according to their ages and stages of development. All children were made comfortable for sleep; staff removed children's shoes and outer clothing, and they offered soothers to those who used them. The environments were calm and conducive to sleep, with staff soothing the children as needed.

The adults kept a record of information to share with parents/guardians in relation to the individual children's care. This included information relating to diet, sleep, activities, and nappy-changes.

### 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 trained in first aid for children was always available to the children.

(2)

(a) The first aid boxes were appropriately equipped, easily accessed, and safely stored in conspicuous positions on the premises.

(b) The first aid boxes were always available for use.

### 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) Records were available of fire drills carried out in the service. The most recent drill recorded was dated 4 July 2024.

(b) Records were available detailing the maintenance of the fire-fighting equipment dated 22 August 2023 and the smoke alarm system dated 13 August 2024.

# Early Years Inspectorate Regulatory Report

## Pre School

(4) Notices of the procedures to be followed in the event of fire were displayed in conspicuous positions throughout the premises.