

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015KK094
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<b>Name of Service:</b>	Twinkles Creche & Montessori
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<b>Address of Service:</b>	Rosehill, Kells Road, Kilkenny, Co. Kilkenny
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<b>Eircode:</b>	R95 H950
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<b>Name of Registered Provider:</b>	Denis Brennan
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<b>Service type:</b>	Full Day, Part Time, Sessional
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<b>Date of Inspection:</b>	21/02/2024
<b>Date of Regulatory Compliance Meeting:</b>	22/04/2024

<b>No of pre-school children:</b>	AM	38	PM	29
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<b>Address of the Early Years Inspectorate:</b>	Tusla Child & Family Agency, Athy Road, Carlow.
<b>Inspection undertaken by:</b>	N. Thornton
<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
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### Description of service

Twinkles Creche and Montessori is a full day childcare service located in Kilkenny city. The service caters for children aged one to six years of age providing sessional, part-time, and full day childcare. The service operates from 08:00 to 18:00 hours and is open for 52 weeks of the year, closing for bank holidays and for five days over Christmas.

The service operates from a purpose-built premises which contains five classrooms, three on the ground floor and two early childhood care and education (ECCE) classrooms on the first floor. A tarmac surfaced outdoor area is provided at the side of the building.

### Staffing

There were eight staff employed in the service. All staff working directly with the children held at least a Level 5 qualification in Early Childhood Care and Education. The registered provider did not work in the service.

### 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.

A sampling process was used to assess compliance under the following regulations:

- 10- Policies, procedures etc. of a pre-school service,
- 11(1)(2)(8)-Staffing Levels,
- 15-Record of a Pre-School Child.
- 16-Record in relation to a Pre-School Service.
- 17-Information for parents.
- 19(1)(a)(b), (2)-Health, Welfare and Development of Child.
- 23-Safeguarding Health, Safety, and Welfare of child.

As a result, the scope of the inspection included the five classrooms and outdoor area.

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

An Immediate Action Notice, in relation to a risk identified under regulation 23 Safe Sleep, was issued on site on the day of inspection.

On the 22 April 2024, a regulatory compliance meeting took place to address outstanding non-compliances which had not been addressed in the Corrective Action and Preventive Action (CAPA) response.

## 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.*

*(3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.*

#### Compliance Information

(1)(a) There was a designated person in charge in the service.

(b) The designated person in charge was present for the duration of the inspection.

(2) Staff files for eight staff employed in the service were reviewed by the inspector.

(a)(b) Two references were available on file for each of six staff members, from either a past employer or from a reputable source. Four of the references available had a validation of reference attached.

One reference was available for one staff member from a previous employer.

(c) Garda vetting certificates were available on file, for each staff member working directly with the children and for all ancillary staff.

(d) Police vetting was available for two staff members, who had lived outside of the state for a period longer than six months.

(4) Certificates of qualifications were available for inspection, for each staff member, who as part of their role were working directly with the children, demonstrating that each staff member held at least a minimum Level 5 qualification in early childhood care and education on the National Quality and Qualifications Ireland (QQI) Framework.

### Non-Compliance Information

(2)(a)(b) A second reference from a previous employer or reputable source, in the case of a person who has no previous employer, was not available for one staff member.

No validated references were available for one staff member employed in the service.

Nine of the thirteen references on file for employees did not have a validation of reference attached or documented.

(d) Police vetting for one staff member who had lived in a state other than Ireland for a period of longer than six months was not on file.

(3) On review of staff files the inspector observed that employee references and police vetting as specified in paragraph (2) were not completed prior to staff members commencing employment in the service.

### Corrective & Preventive Action submitted by the Registered Provider

The following corrective and preventive actions were submitted by the designated person in charge.

#### **Corrective and Preventive Action**

The designated person in charge responded stating that police vetting, and reference checks were ongoing. All staff files were being checked and missing references, police vetting, and necessary documents are being sourced.

#### **Supporting documentation submitted**

Following the regulatory compliance meeting on the 24 April 2024, the registered provider submitted evidence on the 30 April, to demonstrate that all corrective actions with regards to non-compliances under regulation 9, had been addressed.

## Summary Comment

The actions submitted are appropriate to address the non-compliances. The implementation of these actions will be reviewed on next inspection.

## 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 following policies, procedures and statements were available in the service on the day of inspection:

Statement of Purpose and Function,  
Complaints Policy,  
Policy on Administration of Medicine, including sun safety policy,  
Policy on Infection Control,  
Policy on Behaviour Management,  
Inclusion Policy,  
Policy on Outings,  
Policy on Accidents and Incident,  
Policy on Healthy Eating, and Risk Management policy.

### Non-Compliance Information

1. The following policies were not available in the service: Fire Safety Policy, Policy on Outdoor Play, Policy on the use of the Internet and Photographic and Recording Devices, Recruitment Policy, Settling In Policy, Staff Training Policy, and Supervision Policy.

2. The inspector observed from recorded dates on the policies present that the policies had not been revised since the 11 January 2021. This was not in line with the regulatory requirement of an annual revision of service policy.

3. While an Infection Control Policy was available it did not describe how perishable food items were safely managed in the service.
4. While it is acknowledged that a staff check list for the sleep rooms, was displayed on the sleep room wall, there was no safe sleep policy documented and available for inspection.
5. The service's policy on outings did not detail if the service consulted with its insurance company to confirm insurance cover for outings.
6. While it is acknowledged that a drop off and collection policy was available, this was devised as part of the procedures required to be put in place during the COVID-19 pandemic and was no longer appropriate. A policy on authorisation to collect children was not available.
7. While a healthy eating policy was available, it was not relevant to the food and nutrition provision required for a full day care service. The policy did not outline the measures taken by the service to ensure that sufficient, suitable and nutritious food and drink are available to each child depending on their age, development, needs, specific dietary or religious requirements. The policy did not detail that the main meal must include appropriate servings of protein, starch, dairy, vegetables and iron.
8. The policy on staff absences did not contain the following information: It did not state how the adult: child ratio is maintained and it did not outline how the staff roster detailed staff absences and substitutions.
9. While it is acknowledged that a policy on accidents and incident was available it did not include details of and how notifiable incidents that occur in the service are informed to the Early Years Inspectorate.

### Corrective & Preventive Action submitted by the Registered Provider

The designated person in charge has responded with the following actions.

#### **Corrective and Preventive Action**

Following the regulatory compliance meeting all identified non compliance was addressed through the revision of policies.

## **Supporting documentation submitted**

Copies of the following revised policies were submitted in the first CAPA:

Complaints policy, safe sleep policy, drop off and collection policy, outings policy, social e-safety acceptable use agreement, use of internet and photographic devices.

Following the regulatory compliance meeting on the 24 April 2024, the registered provider submitted further evidence on the 30 April, to demonstrate that all findings of non-compliance had been addressed.

## **Summary Comment**

The actions submitted are appropriate to address the non-compliances. The implementation of these actions will be reviewed on next inspection.

### 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.*

#### Compliance Information

(1) There was an adequate number of staff members working directly with the children in attendance at the service.

(2) The minimum ratio of adults to children as required by Schedule 6 was maintained as follows during the inspection:

On the ground floor,

The Ladybird Room – (Part 1) There were 5 children, aged 1 to 2 years, directly supervised by 1 staff member.

The Lady bird Room – (Part 2) There were 5 children, aged 1 to 2 years, directly supervised by 1 staff member.

The Buzzy Bees Playgroup – AM -There were 9 children aged 2 to 3 years, directly supervised by 2 staff members.

PM – There were 6 children aged 2 to 3 years directly supervised by 1 staff member.

On the first floor,

The Caterpillar Room –AM- There were 9 children aged 3 to 4 years, directly supervised by 1 staff member.

PM- This room was closed.

The Butterfly Room-AM- There were 10 children aged 4 to 5 years, directly supervised 1 staff member.

PM- There were 13 children aged 3 to 5 years, directly supervised 2 staff members.

### 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*

*(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

(1)(a)(b) At 09:30 hours the inspector made the following observations in the Butterfly room. The children in attendance were enjoying free play with the toys and equipment provided. A variety of interest areas attracted children, engaging them in imaginary play and exploring connective and manipulative play equipment.

Areas of interest included a kitchen/home area comprised of child sized play furniture, a kitchen table and two stools, a dolls bed, dolls highchair and buggy, brick patterned wallpaper and two mural windows had been used to distinguish the interest area. Boxes of kitchen play materials and open-ended materials associated with the home/kitchen were provided. A group of boys and girls happily played in this area engrossed in role play imitating family member roles.

Other areas of interest included a construction table, dolls house, dress up table and chair, a small vehicle and figurine car park station, art and drawing station and low-level shelving which contained visually labelled boxes of toys such as musical instruments, cars, dolls and teddies, blocks, and babies. The dress up table was supplemented with toy or old hairdryers, curlers, and hair straighteners.

After free play, at 09:40 hours the staff member used a sand timer to prepare the children for circle time. The children tidied up and prepared their chairs to sit at the two circular tables provided in the room. The children chose what table they wished to sit with and engaged in conversations around numbers and plans for the remainder of the day. After circle time children prepared for their morning snack by washing their hands in the adjacent bathroom that the shared with the children in the Caterpillar room next door.

At 10:00 hours children in both upstairs rooms were observed having their morning snack which was bought from home. Snacks were observed to be healthy in line with the service's healthy eating policy and consisted of fruit, crackers, yogurts and water to drink.

Children had access to their own bottles of water and a fresh jug of water was observed, bought to the room by the designated person in charge with drinking glasses.

After snack, children in the Caterpillar room tidied away their snack bags and confidently went to play with the various interest areas in the room. Children had a choice of interest areas which included two houses/kitchen units, a reading corner, comprised of a soft vinyl child sized couch with low level shelving containing books a construction area, dolls house, sensory board and art and creativity area. Areas were supplemented with kitchen and constructions equipment, blocks, manipulative and connective bricks and dress up materials.

The walls of the Caterpillar room displayed evidence of the children's curricular work, their free art and colouring pictures. After snack, the children requested that they would finish painting their cherry blossom trees for Mother's Day which they demonstrated to the inspector. Children used three cotton buds together to create a blossom shaped bloom from red, blue, and white paints which turned to a variety of pink hues as they worked on their individual pieces. After art, one of the children expressed an interest in dressing up as a princess and the children were observed to all join in with the staff present eagerly engaged in the fun and imaginary play.

The inspector observed the staff in the Caterpillar room implementing positive behaviour management strategies. As children disagreed over a chef's hat and apron, conflict resolution techniques were used with the children, reminding them of their classroom rules which they had devised "I promise to have kind hands, kind feet and kind words." Calmly the staff member discussed with the children how they could come to a fair solution, asking reflective questions such as "can we take turns? can we share? Would it be a good idea for the assistant chef to have the hat and the main chef to have the apron?" which the children immediately agreed was the best solution and returned to play, later exchanging roles and the hat and apron.

In both Lady Bird rooms clear floor space was available for children to move freely. Soft vinyl covered mats and foam textured jigsaw pieces provided soft surfaces on the floor. Staff were observed at the children's level, down on the floor engage in play with activity centres, blocks, manipulative blocks, jigsaws and exploring sensory baskets of textured shapes and materials. Activity units and ride on toys were also available and the staff in both rooms worked together supporting each other during sleep times and exchanging play materials to ensure children had a variety of experiences throughout the day.

Staff ensured that the younger children's cues of tiredness or hunger were promptly responded to. Nappies were changed as required throughout the day. Children were encouraged during mealtimes, supported with feeding if required but always allowed to hold a spoon to develop motor skills. Drinking water was readily available in beakers.

A three-week menu plan was displayed on the notice board in the entrance hall.

The Buzzy Bees room contained two circular child sized tables and appropriately sized chairs, two kitchen units, construction area, two sensory tables with bead and maze activities. There was a rectangular train track table and low-level shelving which stored a toy ship, abacus and activity toys. A shelf attached at child level on the wall held ten books.

The service had an outdoor area onsite directly accessible through the double doors from the Buzzy Bees room.

The outdoor area was secured with high metal fencing and had a paved surface that contained a rectangular seating frame. Ride on toys were provided for the children to play with.

### Non-Compliance Information

1. There was no adult seating available in either Ladybird rooms for staff to sit on, while nurturing or comforting the younger children. Staff were observed to hold and cuddle children if distressed on the floor mats.

2. On observation of the play environment in the Buzzy Bees room, there had been minimal improvement in the creation of a stimulating inviting play environment since the last inspections in 2019 and 2020. It is acknowledged that the service had engaged with an early years specialist and quality initiative to develop quality improvement in the service, however, this is no longer active and was not reflected in the quality of the practice and environment observed in the Buzzy Bees room on the day of inspection.

- The play activities in the room were adult led. One child at 11:37 hours expressed an interest in going outside into the directly adjacent outdoor play area and was told no because it was raining. The inspector observed that the rain had stopped falling. Children were told that they would go out later when the rain stopped.
- Children were observed sitting at tables transferring rice, they were then instructed to go and sit on the floor by the radiator while the two staff members cleaned the rice off the tables and floor, before lunch.
- After the children ate lunch in the Buzzy Bees room, the tables were cleaned, and children were directed to sit at one or another table. The children did not have a choice of where to sit. A staff member emptied a box of connective magnets on one table and a box of small world sensory toys on the other, and the children were instructed to play with them.

3. The main meal offered on the day of inspection was not in line with what was offered on any of the three-week menu plans displayed in the service. The meal contained fusilli pasta with a tomato sauce, no protein was included.

4. When the inspector asked the staff in the Buzzy Bees room about rest or sleep provision for the children aged 2 to 3 years, the inspector was informed that there were no stackable sleep beds available and that most of the children did not sleep.

5. There was no rest area available for the children to rest and relax on or in, in the Buzzy Bees room. A thin circular mat with a picture of a lion on it, was on the floor. The inspector observed a child to lie on it, momentarily, but the child got up quickly again, as the mat was thin and did not provide a comfortable rest surface.

### Corrective & Preventive Action submitted by the Registered Provider

The designated person in charge had submitted the following response.

#### **Corrective and Preventive Action**

1. No corrective action has been submitted and the response states that they are looking into appropriate seating to purchase.
2. Staff are going to training to encourage child's play.
3. Menu will be followed as posted; new chef hired.
4. New stackable beds bought and more coming.
5. Couches bought.

#### **Supporting documentation submitted**

Photograph of one stackable bed submitted.

Following the regulatory compliance meeting on the 24 April 2024, the registered provider submitted further photographic evidence and copies of revised policies on the 30 April, to demonstrate the corrective actions that had been carried out with regards to non-compliances identified under regulation 19.

### Summary Comment

The actions submitted are appropriate to address the non-compliances. The implementation of these actions will be reviewed on next inspection.

### 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 to the service was secured with a keypad call system to prevent any child exiting the service unsupervised, and to prevent any unauthorised person from entering the premises.

The outdoor play area at the side of the building was secured with a high metal rail and gate.

##### Infection Control:

The service had an adequate infection control policy in place. Hand washing was observed to be carried out by both staff and the children. While there were non-compliances identified with nappy changing supplies and facilities staff carried out nappy changing in keeping with the service policy.

##### Administration of Medication:

On review of a sample of three administration of medication records, staff were observed to carry out and record the procedure in line with the service's administration of medication procedure and policy. Both staff signatures were observed documented on records with parent's/guardian's signature also recorded providing consent.

#### Non-Compliance Information

##### General Safety:

1. The safety catch in the dormer window of the Caterpillar room was broken and the inspector observed that it was held together by blue twine.

##### Infection Control:

The inspector observed the following non-compliances in relation to infection control.

1. In the upstairs children's toilet there was no paper towels or liquid hand soap avail for children to carry out effective handwashing. It is acknowledged that the designated person in charge stated at the feedback meeting that the toilets were being blocked by children placing paper towelling in them and that the paper towelling had been moved to the classroom. This was not near the handwash basins or toilet facilities and did not contribute to an appropriate handwashing facility for the children.

2. There were two worn exposed circular patterns on the two-child sized circular tables in the Butterfly room and the legs of the tables were rusty, posing a potential risk of cross infection or injury to a child.

3. The child sized couch in the Caterpillar room was worn and torn on the bottom left corner, exposing the foam insides, which posed a potential risk of cross infection as the couch could not be cleaned or disinfected sufficiently.

4. The nappy changing mat in the nappy changing area used by both Ladybird rooms was torn, with the inner foam exposed, posing a potential risk of cross infection as the mat could not be sufficiently disinfected. The nappy changing mat in the nappy changing area adjacent to the Buzzy Bees classroom was also torn, with foam exposed.

5. The inspector observed that there was no paper towel available next to the handwash basin, in the nappy changing area used by the staff in the Ladybird rooms. The staff had to use a roll of paper towelling that was located on the radiator cover in the hallway outside the nappy changing area. This was not conducive to an appropriate handwashing facility for staff to carry out effective handwashing procedures.

6. The nappy bin in the nappy changing room between the Ladybird rooms was not pedal operated and staff were observed to touch the cover, while placing a nappy inside, posing a potential risk of infection.

7. At 11:50 hours in the Ladybird rooms, the inspector observed that the staff were encouraging the children to have a drink of water from beakers provided. The beakers had illegible writing on them where the names of children had been written over time. This posed a risk of beakers being mixed up and a potential risk of cross infection if a child drank from an already used beaker.

### Safe Sleep:

While the inspector observed that the staff in both Ladybird rooms, placed children safely to sleep and carried out checks of the sleep rooms environments and children in line with safe sleep guidelines, the temperature of both sleep rooms was not maintained between 16-20 °C. At 12:42, in sleep room 2, the temperature was recorded by the inspector as 22.4°C, the thermometer in the room was recording the temperature as 21.4°C. The inspector recorded the temperature in sleep room 1 as 22°C, while the room thermometer recorded the temperature as 21.2°C. The inspector observed that the staff had placed children to sleep in the vests and that they had left the door of sleep room 1 ajar to increase the circulation of air. The inspector observed that the air ventilation system

was not working and in discussion with staff and on review of sleep records, the staff confirmed that the ventilation system, which purpose was to maintain the sleep rooms between 16- 20°C had been broken since the start of the month, and that the designated person in charge had been informed at that time. On review of records maintained the temperature of the sleep rooms since 01 February had recordings ranging from the lowest 18.7 °C to 22.7°C. An Immediate Action Notice was issued onsite at the time of the feedback meeting with the designated person in charge and the registered provider present.

### Action submitted by the Registered Provider

The following response was submitted by the designated person in charge.

#### Corrective & Preventive Action

Window catch fixed- photo attached.

Moved blue roll dispenser and new soap dispenser - photo attached.

New tables are being bought.

New couches are being bought.

Changing Mats - replaced - photo attached.

Soap and blue roll placed in the Ladybird room for staff.

Looking for new non-touch nappy bins for Buzzy Bees and Ladybird rooms.

New beakers are being bought and assigned to each child with their own name with washable stickers.

#### **Safe Sleep:**

The designated person in charge responded to the Immediate Action Notice on the 21 February demonstrating that the ventilation system had been repaired and was working efficiently.

#### Supporting documentation submitted

##### **General Safety:**

Photographic evidence of fixed window latch.

##### **Infection Control:**

Photographic evidence of paper towel and soap dispensers filled.

Photographic evidence of replaced nappy changing mats.

##### **Safe Sleep:**

Invoice for system parts for the ventilation system.

Photographic evidence of compliant sleep room temperatures recorded.

### Summary Comment

Findings of non-compliance under general safety, safe sleep, and points 1, 4, and 5 under infection control were responded to adequately in the CAPA submission.

Following the regulatory compliance meeting on the 24 April 2024, the registered provider submitted further evidence on the 30 April, to demonstrate the corrective actions that had been carried out with regards to the remaining non-compliances identified under the area of infection control, regulation 23.

The actions submitted are appropriate to address the non-compliances. The implementation of these actions will be reviewed on 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

(2)(a) A first aid box was available in the service. A first aid box was located on a shelf in the kitchen area.

(b) The first aid box was always available for the pre-school children.

#### Non-Compliance Information

(1) While it is acknowledged that there was one staff member present on the day of inspection who had current first aid responder (FAR) training, due to expire on the 18 May 2024, the staff roster presented indicated that this staff member was only rostered to work from 08:00 to 17:00 hours. Therefore, there was no staff member trained in FAR, onsite between the hour of 17:00 to 18:00 hours.

It is acknowledged that there were six staff members employed in the service with basic first aid training due to expire on the 15 May 2025.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

The initial response made in CAPA was inadequate. Following the regulatory compliance meeting on the 24 April 2024, the registered provider submitted further evidence on the 30 April, to demonstrate the corrective action had been carried out with regards to the non-compliance identified under regulation 25. First Aid Responder Training had been booked for the 16, 23 and 30 May.

### Supporting documentation submitted

A copy of the email confirming same was submitted by the registered provider.

## Summary Comment

The actions submitted are appropriate to address the non-compliances. The implementation of these actions will be reviewed on next inspection.

## 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 record of monthly fire drills carried out in the service was maintained, the last fire drill carried out in the service was recorded as having taken place on 19 January 2024.
- (4) A notice of the procedure to be followed in the event of a fire was displayed in the reception area of the service.

## Non-Compliance Information

(b) While a record of the annual maintenance check for the fire alarm system was recorded as having taken place on the 10 January 2024, the last maintenance checks for the fire-fighting equipment was recorded as having taken place on the 28 August 2020 which is not in line with fire safety guidelines for preschools, which recommends an annual service of firefighting equipment.

## Corrective & Preventive Action submitted by the Registered Provider

Following the regulatory compliance meeting on the 24 April 2024, the registered provider submitted evidence to demonstrate that new firefighting equipment had been purchased for the service.

## Summary Comment

The actions submitted are appropriate to address the non-compliances. The implementation of these actions will be reviewed on next inspection.

## Part VI - Safety

### Regulation 28 - Insurance

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

## Compliance Information

An insurance certificate displaying adequate insurance for a full day care childcare service for up to 54 preschool children was available for inspection.