

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015KY011
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<b>Name of Service:</b>	Beginners World
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<b>Address of Service:</b>	Dromin, Listowel, Co. Kerry
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<b>Eircode:</b>	V31 YE13
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<b>Name of Registered Provider:</b>	Bridget O'Carroll
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<b>Service type:</b>	Part Time
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<b>Date(s) of Inspection:</b>	10/05/2023
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<b>No of pre-school children:</b>	<table border="1"> <tr> <td>AM</td> <td>12</td> <td>PM</td> <td>None</td> </tr> </table>	AM	12	PM	None
AM	12	PM	None		

<b>Address of the Early Years Inspectorate:</b>	Áras an Phobail, Deans Lane, Tralee, Co. Kerry.
<b>Inspection undertaken by:</b>	N. Reidy
<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

Beginners World is a private early years service registered to provide sessional and part-time day care to children aged between the age of 2 years and 6 years. The service operates between the hours of 9:00 am and 12 mid-day Monday to Friday inclusive. The premise is a purpose-built building consisting of a spacious playroom, sanitary accommodation, an office, kitchenette and a designated enclosed outdoor play area located at the side of the building.

### Staffing

There are 5 adults employed to work with the children that includes the registered provider.

### 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.

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 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 registered provider is the designated person in charge and there is a named person who can deputize 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 deputy is on the premises.
- (2) The person in charge confirmed that 3 adults had begun working at the service since the previous inspection undertaken on 14/09/2020, therefore recruitment records in relation to these 3 adults were reviewed.
- (a) 3 validated references were on file from a past employer.
- (b) 3 validated references were on file from a source other than a past employer.
- (c) A Garda Vetting Disclosure was on file for each of the 3 adults.
- (d) Not applicable, the 3 adults had not resided outside the jurisdiction for a period of 6 consecutive months.
- (4) The adults working directly with the children had attained Quality Qualifications Ireland (QQI) in childcare training at Level 5 and above and a copy of the said qualifications were on file.

### 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)-*
- (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 was an adequate number of adults present.
- (2) There were 4 adults caring for 12 children aged between the age of 3 years and 5 years who were attending on a sessional basis. The adult child ratio was correct.
- (8) (a) The registered provider did ensure that a minimum of 2 adults are on the premises at all times during the hours of operation. The inspector was informed that the children attending are at the present time attending for no more than 3 hours per session.

### 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

- (1) Of the 12 records inspected, 9 records had all the required detail as per(a) to (i) inclusive.

### Non-Compliance Information

- (1) Records for 5 children attending the service were not available on the day of the inspection.

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

## Corrective and Preventive Action

The registered provider stated that the 5 children's records are now in the enrolment folder. The registered provider will ensure that the registration forms are at a minimum returned a week before the starting date with all details as required, if details are missing the parents will be asked to complete them during the service hours of operation.

## Supporting documentation submitted

The statement provided is accepted as evidence.

## Summary Comment

The requirement for this regulation has been met.

## Part IV – Information and Records

### Regulation 16 – Record in relation to pre-school service

*(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:*

- (h) details of attendance by each pre-school child on a daily basis;*
- (i) details of staff rosters on a daily basis;*
- (j) details of any medication administered to a pre-school child attending the service with signed parental consent;*
- (k) details of any accident, injury or incident involving a pre-school child attending the service.*

## Compliance Information

The following records were kept:

- (h) details of attendance by a pre-school child on a daily basis.
- (i) details of staff rosters on a daily basis.
- (j) There were no records of any medication administered to a pre-school child attending the service with signed parental consent were completed. The person in charge informed the inspector that no child attending was in receipt of medication.
- (k) details of any accident, injury and incident involving a pre-school child attending the service.

### 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.

#### Compliance Information

##### BASIC NEEDS

- The parents/guardians of the children attending provide all the food served at mealtimes.
- There was one meal provided on the day of inspection served at 11 am. The food observed included sandwiches, rice cakes, yogurts, and fruit: - raspberries, blackberries, apples and strawberries.
- The adults informed the inspector that food items permitted as per the Healthy Eating Policy of the service are placed back into the child's lunch box and an explanation is given to the child to save the snack for at home. This was observed on inspection.
- "Tasty Tuesday" on a weekly basis is a weekly activity where the registered provider supplies a variety of fruit and vegetables such as strawberries, apples and pears, peppers, and sweetcorn for the children.
- Drinking water is available at the sink in the playroom.
- The children were observed to have free movement within the playroom.
- The children had unlimited access to the toilets located outside of the playroom.
- Children's individual toiletry needs were attended to in a timely manner.

##### SUPPORTING RELATIONSHIPS

- The adults caring for the children on the day of inspection were kind, caring and addressed the children's needs throughout the session.
- The children were issued with gentle reminders by the adults to practice "kind hands", "take turns" and were praised for their efforts "great sharing" "well done".
- The adults spoke to the children in a respectful manner and talked through situations when children became upset with re-directing children focusing on deep breathing all carried out sitting at children's level.
- The service carries out weekly fun activities with the children including for example mindful Monday, tasty Tuesday, workout Wednesday, thankful Thursday and fun Friday.

- The parents/guardians of the children attending had completed information in relation to their child for the service “getting to know your child better” that included favourite toys, books, etc. assisting in providing a smooth transition to pre-school.
- The service communicates with parents verbally at drop off and collection times, via What’s App groups daily with information on daily activities including pictures and attachments of songs and poems for example, and monthly newsletters.

### 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 premise was safe and secure, the front door was secure to prevent unauthorized people in and to prevent children gaining unsupervised access out.
- The internal doors were appropriately secured where necessary to prevent children accessing unsafe areas, for example the office and kitchenette.
- The first aid box was wall mounted in the playroom out of the reach of the children.
- Cleaning agents were stored out of the reach of the children.
- Individual toiletries were stored out of the reach of the children.

##### Infection Control:

- Children were observed washing their hands after using the toilet and prior to having their meal.
- There was warm water, liquid hand soap and disposable paper hand towels provided at the wash hand basins to facilitate effective handwashing by the children and by the adults.

#### Non-Compliance Information

##### Infection Control:

1. The perishable food items supplied for the children were not stored in the allocated fridge in the playroom, posing a risk of food spoilage.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

##### Infection Control:

The registered provider stated that the children's perishable food is stored in the fridge each morning on their arrival to the service and will continue to do so.

#### Supporting documentation submitted

##### Infection Control:

The statements received are accepted as evidence.

#### Summary Comment

The requirement for this regulation has been met.

### 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) The first aid box was adequately equipped; it was wall mounted in the playroom.  
(b) The first aid supplies were readily available.

#### Non-Compliance Information

- (1) The person in charge confirmed that none of the adults who worked at the service on the day of inspection held current First Aid Response (FAR) certification. It was acknowledged that the registered provider had current First Aid Responder training and 3 of the adults had up to date paediatric first aid training.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

The registered provider stated that she has First Aid Responder (FAR) training and the deputy in charge has enrolled to complete FAR training over the summer recess (awaiting confirmation of the date) so as in the event the registered is not on duty the deputy in charge will be trained in FAR.

### Supporting documentation submitted

The statement received is accepted as evidence.

### Summary Comment

The requirement for this regulation has been met.

## 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) The service had maintained in writing a record of the following: -
- (a) Each fire drill had taken place in the service. The last recorded fire drill was on 03/05/'23.
  - (b) A record of the number, type and maintenance checks of the firefighting equipment and the smoke alarm. The records on file demonstrated the last check on the fire extinguishers was 01/09/2022 and the smoke alarm was 07/11/2022.
- (4) A notice of the procedures to be followed in the event of fire was displayed in the service.

## Part VI - Safety

### Regulation 28 - Insurance

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

#### Compliance Information

A copy of the insurance certification for the service was on file.

The information provided on the insurance certificate included:

- the contact details for the insurance provider
- the name and address of the service insured.
- the category of insurance cover for the service
- the number of children covered by the insurance was for 22 children.

The expiry date of the current insurance cover was 27/03/'24