

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015KY031
Name of Service:	Coco's Creche & Pre-school
Address of Service:	20 Fortfield, Killerisk, Tralee, Co. Kerry
Eircode:	V92 H9T4
Name of Registered Provider:	Jill O'Donnell
Service type:	Sessional, Childminder
Date(s) of Inspection:	14 February 2023
No of pre-school children:	AM 04 PM 04
Address of the Early Years Inspectorate:	Áras an Phobail, Deans Lane, Tralee, Co. Kerry.
Inspection undertaken by:	N. Reidy
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
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Description of service

Coco's Creche & Pre-school is a private early years service that operates from a purpose-built facility attached to the childminders private dwelling. The facility consists of two childcare rooms namely the playroom and the classroom, a designated sleep room, a kitchenette area and a designated enclosed outdoor play area located to the side of the building. The service offers a sessional service with the option of a childminding service catering for children aged from 18 months to 6 years. Currently the service is operating between the hours of 8:30 am and 5:30 pm for childminding and between the hours of 09:15 and 12:15pm for the sessional service Monday to Friday inclusive. .

Staffing

The registered provider works single handedly each day.

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 *announced* 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 *registered provider* 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..

(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, she works single-handedly each day in the service.
 - (b) At all times during the period when the service is being carried on, the registered provider is on the premises.
- (2) The inspector was informed by the registered provider that no new staff members were recruited since the last inspection, Therefore this regulation was not assessed on this inspection.
- (4) The registered provider has a major award in Early Childhood Care and Education, Quality & Qualifications Ireland (QQI) in Childcare training.

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.*
- (8) Without prejudice to paragraphs (2) to (7)-,*
- (b) a childminder shall ensure that a second person familiar with the operation of the service and in a position to provide assistance to the childminder in operating the service is, at all times, within close distance of the service and available to attend the service to assist the childminder in the event of an emergency, and*
 - (c) a registered provider of a sessional pre-school service shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency..*

Compliance Information

- (1) At all times the registered provider ensured that an adequate of adults are working with the children.
- (8) (b) A designated emergency second person familiar with the operation of the service and is at all times within close distance of the service to assist the childminder in the event of an emergency.
- (c) A second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.

Part III – Management and Staff

Regulation 12 - Childminders

(1) A childminder shall ensure that-

- (a) there are no more than 5 pre-school children in his or her care at any given time, including his or her own pre-school children,*
- (b) subject to paragraph (2), there are no more than 2 children under the age of 15 months in his or her care at any given time, including his or her own pre-school children, and*
- (c) there is a working telephone on the premises.*

Compliance Information

- (1) (a) The childminder did ensure that there were no more than 5 pre-school children in her care at any one time.
- (b) On the day of the inspection the registered provider was childminding 4 children, 2 children aged 1 year to 2 years, and 2 children aged 2 years to 3 years.
- (c) A working telephone was on the premises.

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

A record in writing of the following was maintained:

- (h) details of attendance by each pre-school child on a daily basis;
- (i) details of staff rosters on a daily basis.
- (j) The registered provider informed the inspector that no child present was in receipt of medication. A template for the administration of medication was available.
- (k) An accident and incident template to record details of any accident, injury or incident involving a pre-school child attending the service. There were no completed records.

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

BASIS NEEDS

- The parents of the children attending the service provide the food served at mealtimes.
- The food consumed on the day included rice cakes, yogurts, cheese on crackers, strawberries, pears, raspberries and yogurts.
- A tray with a jug of water, crockery and cutlery was brought to the table where the children sat and took their meals.
- The children's drinks were available and accessible to the children in their drinks bottles during the day.
- The adult remained with the children for the duration of the mealtime.
- The children were encouraged and assisted as needed to bring their non-perishable snacks to the table and put away their lunch boxes when finished with. The children assisted the provider in taking the food tray to the kitchen gate after finishing.
- The children were observed to have ample time to eat their food whilst sitting on the low-level chairs at the low-level tables in the pre-school room.
- Children who had finished eating before others went to choose a book and sat in the book/rest area with them.
- Bibs were provided for the younger children's use at mealtimes.
- The children had unlimited access to the toilet and the provider was observed supervising and assisting any child who required help.
- Nappy changing was carried out as required and in a timely manner as required during the inspection.
- The adult praised the children's efforts throughout the session, for example for bring their lunches to the table, washing their hands and returning play materials to their respective storage areas after use.
- Children had free movement within both playrooms during their duration of stay whilst attending the service.

- Each child's comfort need for sleep, rest and relaxation was met; a designated sleep room with 3 cots, soft matting and cushions were provided and transferred from room to room as required and a designated reading/rest area with an overhead tepee was in place in 1 playroom.
- The children had access to a designated enclosed, secured outdoor play area with partial grass and partial concrete surfaces and covered area with a Perspex roof.
- Wellingtons for the children are kept in the building for use in the outdoor area.

SUPPORTING RELATIONSHIPS

- The provider who works single headedly each day with the children enabling them to form secure relationships with them.
- The inspector observed the adult encouraging the children to interact positively with each other through facilitating individual and small group playtime.
- Children were issued with gentle reminders to practice manners.
- The inspector observed the adult comforting children as needed, she came down to their level, spoke to them in low soft tones of voice and gave them the opportunity to voice what was upsetting them.
- Children were praised for their efforts, the adult re-affirming with a "well done" for example zipping up their coats, for putting their wellingtons on the correct foot, and for sharing toys when playing in the outdoor area. The inspector observed the children were visibly happy to receive the praise.

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 and gate were adequately secured to reduce the risk of unauthorised access by a person onto the premise or the leaving of an unsupervised child.
- The kitchen was secured with a child safety gate in place.
- Cleaning products observed were stored out of the reach of the children in the kitchen.
- The oil tank was secured, it was fully fenced in since the last inspection was conducted.

Infection Control:

- There was warm water, soap and paper hand towels with pedal operated lidded bins for the disposal of the paper towels positioned near the wash hand basin in the sanitary accommodation for effective hygienic hand washing by the children and by the provider.
- The linen provided for the cots was clean and dry and individual to each child

Safe Sleep:

The registered provider was aware of the safe sleep guidelines.

Fire Safety:

- Monthly fire drills were conducted in the service.

Non-Compliance Information

Infection Control:

1. The protective mattress cover on 1 cot was torn posing a risk of the spread of infection as the mattress was not adequately covered and protected.

Safe Sleep:

1. There was no written record of sleep checks carried out on children who had slept.

Fire Safety:

2. The maintenance record for the fire-fighting equipment was 29/11/2021 and for the smoke alarms was 18/10/2021. The registered provider informed the inspector that servicing of both had been scheduled for servicing during February 2023.

Action submitted by the Registered Provider

Corrective & Preventive Action

Infection Control:

1. The protective mattress cover has been replaced with a new cover.

Safe Sleep:

2. There are now written records of all checks carried out on sleeping children.

Fire Safety:

3. The smoke alarm servicing was carried out on 24/02/'23 and the firefighting equipment service on 3/05/'23.

Supporting documentation submitted

Infection Control:

Photographs of the new mattress cover were received.

Safe Sleep:

Photographs of 10-minute checks carried out on sleeping children were submitted.

Fire Safety:

The maintenance certificate for the smoke alarm was submitted.

Summary Comment

The registered provider has demonstrated that the non-compliances as above have been addressed.

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 that had taken place in the service. The last recorded fire drill took place on 23/11/2022.
 - (b) A record of the number, type and maintenance checks of the fire fighting equipment and the smoke alarm.
The records on file demonstrated the last check on the fire extinguishers was 22/03/2022 and the smoke alarm was 19/05/2022.
- (4) A notice of the procedures to be followed in the event of fire was displayed in the service