

Early Years Inspectorate Regulatory Report

Pre School

61TUSLA Identifier:	TU2015KY041
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Name of Service:	Duagh Community Development Ltd.
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Address of Service:	Duagh Village, Listowel, Co. Kerry
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Eircode:	V31 FH67
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Name of Registered Provider:	Bernie Keane
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Service type:	Full Day, Part Time, Sessional
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Date(s) of Inspection:	17/05/2023
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No of pre-school children:	AM	61	PM	50
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Address of the Early Years Inspectorate:	134 Bank Place, Mallow, Co. Cork.
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Inspection undertaken by:	F. Collins
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Title:	Early Years Inspector
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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

Duagh Community Development Ltd., is a full day care service located in the rural setting of Duagh Village.

An early years service is provided to children aged between 0 and 6 years and the service also offers a registered School Age Service.

The service is open on Monday to Friday between 08.00 and 18.00 hours. The service accommodates the Early Childhood Care and Education (ECCE) scheme.

The premises is a detached, two storey premises and has six care areas with one large room downstairs broken into three separate care areas plus an additional room and two separate rooms upstairs.

There is a large dedicated outdoor space available with both outdoor and sheltered facilities and a small area beside the building where the smaller children can play when the weather is poor.

The service has ancillary areas of kitchens, adult and children's toilets, sleep rooms, storage facilities and an office.

There is adequate off-road parking available, and the entrance is secured by an electromagnetic locking gate.

Staffing

There were 14 adults present on the day of inspection and of these 12 were working directly with the children.

On the day of inspection, the registered provider was part of the adult child ratios.

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 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, 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.*
- (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 deputy available on the premises.
- (b) The roster indicated that there was a person in charge onsite at all times.
- (2) (a) Fourteen staff files were provided by the registered provider. Of these nine had previously been assessed and had been completed. Therefore, five staff files were assessed for references. Of the 10 validated references required six were available from past employers.
- (b) One validated reference was available from a source other than a past employer.
- (c) The Garda vetting for all 14 staff was reviewed and all staff had been Garda Vetted by the service.
- (d) Of the five files assessed two staff required police vetting and this vetting was available on file.
- (4) For the five staff files assessed four staff held appropriate qualifications in Early Childhood Care and Education or a letter from the minister accepting the staff members qualification as equivalent.

Non-Compliance Information

- (2) (a) (b) Four references were either not available or were not validated. Not adequately vetting staff before they work in childcare may allow a person not suitable to care for children.

(3) Garda vetting had not been obtained prior to one staff member starting in the service. This non-compliance was also identified on the last inspection. Not appropriately vetting staff prior to their access to children may allow for staff who may not be appropriate having access to children.

(4) A component certificate only was on file for one staff member. This did not indicate that a full award had been achieved. Not having appropriately qualified staff available to the children may allow for staff who are not appropriately qualified care for children.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (2) (a) & (b) All four references are now available on file and have been validated.
- (3) The registered provider has committed to ensuring staff will be appropriately vetted prior to commencing work in the service.
- (4) A statement of results has been received and the DCEDIY list where the qualification is acknowledged at level 5 on the National Qualifications Framework.

Supporting documentation submitted

- (2) (a) & (b) Four reference validations and three references have been received.

Summary Comment

Following the corrective and preventive action process the requirements for this Regulation have been met.

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 were adequate adults working with the children throughout the day.
- (2) The adult child ratios were in keeping with regulatory requirements:
 - Baby room 1 was staffed by two adults caring for four children, two under the age of one year and two aged between one and two years.
 - Baby room 2 was staffed by two adults, caring for nine children all aged between 1-2 years.
 - Toddler room 1 was staffed by two adults caring for seven children between the ages of 2-3 years and the room leader from this room was also room lead for Toddlers room 1 where one adult was caring for four children aged between 2-3 years. The room leader worked between the rooms and ensured cover for care provision and for breaks.
 - Junior pre-school was staffed by two adults who were caring for 18 children during the operation of the sessional service and for 14 children aged 3-4 years during the operation of the full day care service when the sessional service finished.
 - Senior pre-school was staffed by two adults caring for 19 children aged between 4-5 years during the sessional hours and for 14 children when the sessional service finished.
 - The registered provider was the relief person in the upstairs pre-school rooms to provide cover for breaks and for when the staff went to the school to collect school aged children.

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.

(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-

(c) an authorised person.

Compliance Information

(1)

Of the 61 children present on the day of the inspection a sample of 23 children's registration forms were examined. The sample included a cross section of the age groups.

The following sections of the Regulation (a) to (i) were found to be compliant.

(3) The records as indicted above were made available for inspection by the registered provider.

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:

(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

(i) The staff roster was available for view for all staff and was displayed on the wall both upstairs and downstairs.

- (j) Four records of medication administration were reviewed in the Toddler room and all episodes of medication administration were carried out correctly and the records maintained were accurate.
- (k) Eleven records for accidents and incidents were reviewed and these were all completed correctly with parent signatures.

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

Compliance Information

Basic Needs:

- The children in the service were supported with eating and drinking as needed. The babies attending both Babies rooms 1 & 2 were fed if required but when the children were able to feed themselves this was supported and each child had protective aprons and bibs placed over their clothes to protect them.
- The children in Babies room 1 were fed while seated in highchairs and were given their bottle feeds while being held and comforted by the staff who sat in the comfortable armchair. The children in the remaining rooms sat at low tables with their peers. It was observed that children were not hurried to eat and were given adequate time to finish their meals and snacks.
- The food observed to have been eaten on the day of the inspection complied with healthy eating guidelines. All children had access to their drink's bottles containing water.
- Children had their nappies changed as needed and, on a routine, and records of all changes were maintained on each child's record book which was shared with the parents and guardians.
- Children in each of the care rooms were allowed to move freely and no restriction on the movement of any child was observed.

- The younger children in Baby room 1 were helped when moving about and their safety was supported with assistance given when climbing or pulling to stand.
- The service supported child led sleep in the younger children’s care rooms, this included both Babies rooms and the Toddler rooms. The children in the junior and senior pre-school rooms were allowed to sleep if they indicated the need for same but did not sleep routinely at a scheduled time daily.

Supporting Relationships Around Children:

- The service shared information on the younger children with their parents and guardians through the use of report books which went home daily with these children. These books contained details of meals and snacks eaten, of nappies changed and of their sleep times. Parents/guardians were also spoken to at drop off and collection.
- The care rooms were staffed by the same adults daily with some staff providing service wide assistance however this was limited. The children knew their careers and were noted to seek support and assistance from their known adult.
- The children were observed to play in small and large groups and to take a rest when required. The children were observed to help each other and this was encouraged by the staff.

Physical And Material Environment:

- Baby room 1 had appropriate furniture and play equipment to suit the ages of children attending. The soft matting and sit to stand aids of push toys were accessible and suitable for the ages of children using them. Sensory play was observed when the children were observed to play with arts and crafts equipment.
- Baby room 2 had furniture and equipment that was suitable for the ages of children attending the room. There was adequate soft furnishing for the children to rest and relax and for them to complete activities comfortably. The children were observed to have books read to them and engage with the conversation.
- Toddler 1 was laid out with areas of interest each to stimulate the children in their self-chosen play. The resources were accessible and children were observed to colour, have stories read and spend significant time outside on a day where the weather was good.
- The children in Toddler 2 were a small group and had resources available to them at their level. The children were observed having a story read and doing tabletop activities, for a large portion of the day the children played outside.

- The junior and senior play-school rooms were laid out with multiple areas of interest, opportunities for imaginary play with houses, garages and home corners. Resources within the care rooms promoted fine motor movements and books to promote speech and language development and dress up clothes to promote imaginary play.
- The shelving in all the rooms was accessible to the children.
- Adequate rest areas such as a couch or soft seating was available in all rooms for the children who wished to opt out of the activities or rest during the day.

Outdoor area

There were four outdoor areas, one for the older children with larger play activities, the pre-school groups, and one for the toddler groups and a small area beside these for the babies. There was also a small area outside the building for the babies when the weather was poor. The children had access to age-appropriate toys and resources. The ground cover on the outdoor areas was soft matting. A large grass area was adjacent and this was used mainly by the school aged care children.

The children from all six care areas used the outdoor space throughout the day. They were clothed appropriately and staff encouraged all of the children to play, climb and run around.

Part V - Care of Child in Pre-school Service

Regulation 20 – Facilities for rest and play

- (1) Subject to this regulation, a registered provider shall ensure that-
- (a) having regard to the number of pre-school children attending the service, their respective ages and the amount of time they spend on the premises, there are adequate and suitable facilities for each child to play indoors and, where required by these Regulations, outdoors, during the day, and
 - (b) there are adequate and suitable facilities for a pre-school child to rest during the day, and in the case of an overnight pre-school service, during the day and the night.

Compliance Information

- (1) (a) The play spaces both indoors and outdoors were suitable. Each of the four outdoor areas were secure and were separated but near each other and had suitable equipment for each of the different age groups. The activities allowed for children to develop gross motor and imagination skills.
- Each of the indoor rooms and spaces was set up with age-appropriate equipment.

(2) (b) The sleep facilities included two sleep rooms one for the toddlers and one for the children attending the two Babies rooms. There were sufficient cots for the numbers of children attending the service. There were 12 standard cots available in total for the children who required a cot to sleep. The cots had appropriate height bars, safety mattresses and access to sufficient supply of linen.

The sleep rooms were separate from the care rooms and the lighting could be dimmed to allow for restful sleep but bright enough to enable the staff to complete safety checks with ease.

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 snacks served in the service were provided by parents and guardians. Snacks consisted of crackers, yogurts, sandwiches and fruit. Drinks of water were available to all children throughout the day and the drinks for each child were brought outside when the children went outside.
- Dinner on the day of inspection consisted of minced beef, mashed potatoes, carrots and mushy peas with gravy. Following this, children were offered plain pasta and the children were delighted with this and most children had this in addition to their dinner. This main meal was served to all children with the younger children having their meal mashed and pureed as required.
- Afternoon snack was provided by parents and guardians and was the remainder of the food left over from the morning snack.

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 doors to the kitchen area, to the adult toilets and to the storage facilities were secured as required and inaccessible to the children.
- The windows openings were not accessible to the children and where required had restrictive opening devices attached.
- The toys and play equipment were suitable for the age group using them. The toys were in good condition and were free from pinch and crush points.
- There were and no baby walkers available in the service.
- There was no high or heavy equipment and furniture in use that was not secured to a wall.
- All flexes and cables observed, appeared to be in good condition.
- All waste was inaccessible in lidded bins both in the care rooms and in the toilets.
- Cleaning agents were stored out of reach of the children in the nappy changing area downstairs.
- Hot drinks were not consumed near the children and staff had their breaks away from the children.
- The outdoor area was fenced and when the children used the climbing equipment, they were supervised by the staff.
- There were no ponds, pits or other hazards noted on the day of inspection.

Infection Control:

- There was a supply of hot water in all sinks and there were adequate volumes of warm water to ensure adequate hand washing. The hot water in the sinks was recorded at 24.6- 26.2°C.
- Paper towels, liquid soap and lidded bins were available and accessible at the children's sinks and in the care rooms beside the sinks.
- Children's hands were washed before snack and dinner time and after outdoor play. Children were assisted and supervised with hand washing.
- A cleaning schedule was completed daily.
- The tables were cleaned with suitable cleaning solution before and after snack and dinner time.
- The snacks provided by parents were stored in the fridges, this would prevent the growth of bacteria on perishable items.
- The children's coats and bags were stored on hooks or shelves and not on the ground, preventing contamination.
- The nappy changing procedures observed demonstrated suitable infection control practices inclusive of using gloves and aprons, washing the hands of the adults and children following the procedure and ensuring the appropriate disposal of the soiled nappy.

Administration of Medication:

- Appropriate procedures were followed in the administration of medication as outlined on the records reviewed.

Safe Sleep:

- Safe sleep checks were completed every 5-10 minutes on all sleeping children, these checks were recorded and included the position, colour and breathing of each child.

Fire Safety:

- The fire extinguishers were tethered to the walls in all areas and were easily accessible to the staff in the event of an emergency.
- The fire exits were not blocked or obstructed on the day of inspection.
- There was emergency lighting on the stairs.

Non-Compliance Information

Safe Sleep:

1. The children in the junior pre-school room should they require sleep were placed to sleep on a bean bag as explained by the staff. Access to stackable beds or sleep mats was not offered. Sleeping on a bean bag is inappropriate and may affect the safety of the child when sleeping.

Action submitted by the Registered Provider

Corrective & Preventive Action

Safe Sleep:

1. Stackable beds are available in the senior pre-school room and should a child from the junior pre-school room require sleep, one of the beds from the senior room can be used in the junior room. Staff have been reissued with the safe sleep policy.

Supporting documentation submitted

Safe Sleep:

1. The assurances received on the corrective and preventive action form are accepted that all staff are aware of safe sleep policies.

Summary Comment

Following the assurances received on the corrective and preventive action form, the requirements for this Regulation have been met and will be assessed on the next inspection.

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.

(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.

Compliance Information

(1) The registered provider ensured that each child was checked into the service with time of arrival and departure recorded.

(3) (a) The registered provider ensured that no one entered the premises except those as listed above (i) – (iv). When a visitor entered the service, the registered provider ensured that this entry was approved by an employee.

(b) A visitor book was available for the signing in of all such visitors to the service.

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) Twelve of the staff in the service had first aid responder (FAR) training and this training was up to date.

- (2) (a) First aid boxes were available on high shelving and were conspicuous.
(b) The first aid equipment was accessible to the staff at all times in the event it would be required

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.
- (2) The record referred to in paragraph (1) shall be open to inspection by-
- (c) an authorised person.
- (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) The last fire drill was completed on 15.04.2023 and a record of previous monthly drill was available for inspection.
(b) There was a record of the number type and maintenance of the firefighting equipment, the fire extinguishers were last serviced on 09.05.2032. The fire alarms were last serviced on 07.03.2023 and a certificate for same was available for inspection.
- (2) (c) The fire drill records and the fire alarm and fire extinguisher certificates were available for inspection by an authorised person.
- (4) The fire evacuation procedure notice was displayed throughout the service.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

Early Years Inspectorate Regulatory Report

Pre School

The service had an in-date insurance certificate. The certificate indicated that 100 children attending on a full day care basis were insured. The commencement of the insurance was the 28/03/2023 with an expiry date of 27/03/2024.