

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015KY062
--------------------------	-------------

Name of Service:	Killorglin Family Resource Centre / Laune Childcare Service
-------------------------	---

Address of Service:	Killorglin Family Resource Centre, 39 Iveragh Park, Killorglin, Co. Kerry
----------------------------	---

Eircode:	V93 VR96
-----------------	----------

Name of Registered Provider:	Eileen Quirke
-------------------------------------	---------------

Service type:	Part Time, Sessional
----------------------	----------------------

Date(s) of Inspection:	14/02/2024
-------------------------------	------------

No of pre-school children:	AM	07	PM	06
-----------------------------------	----	----	----	----

Address of the Early Years Inspectorate:	Aras 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	N/A
---------------------------------	-----

Description of service

Killorglin Family Resource Centre/Laune Childcare Service is a community based early years service which is registered to provide care for children aged from 2 years to 6 years, currently offering a service to children aged 2 years 8 months to 6 years. The service operates from Monday to Friday provide part-time care between the hours of 08:30 and 1:30 pm, and sessional care between the hours of 08:30 am and 11:30 am and in the afternoon between 12 mid-day and 3 pm.

Staffing

There are currently 6 adults employed in the service including the registered provider who works daily in the building. There is 1 adult employed under the Access and Inclusion Model (AIM) Support Scheme.

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.

Inspection findings are documented in the inspection report which is first issued in draft format to the service with an opportunity to respond to any findings. Where statutory requirements are identified as not being met, the registered provider must demonstrate how they have rectified the non-compliance and will prevent any non-compliance from re occurring.

The Corrective Action and Preventive Action plan (CAPA) will be used to inform decisions about compliance with regulatory requirements. Where the registered provider fails to meet the statutory requirements an escalation process may be commenced.

The inspectorate reserves the right to edit responses received for reasons including clarity, completeness and compliance with administrative and legal processes.

The contents of the report are compiled by the inspectorate body.

Acknowledgments

The inspector wishes to acknowledge the cooperation of the registered provider, person in charge, staff and children who were present on the day of the inspection.

Part III – Management and Staff

Regulation 9 – Management and recruitment

- (1) A registered provider shall ensure that-
- (a) the service has a designated person in charge and a named person who is able to deputise as required,
 - (b) at all times during the period when the pre-school service is being carried on, the designated person in charge or the named person referred to in subparagraph (a) is on the premises, and
- (2) A registered provider shall ensure that each employee, unpaid worker and contractor is suitable and competent taking into consideration the nature of the needs of children, including by-
- (a) consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,
 - (b) consideration of references from reputable sources in the case of a person who has no past employers,
 - (c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and
 - (d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.
- (4) A registered provider shall ensure that, without prejudice to the generality of paragraph (2) and subject to paragraphs (5) and (6), each employee working directly with children attending the service holds at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

Compliance Information

- (1)
- (a) The registered provider is the designated person in charge and there is a named designated person. The registered provider was on duty to facilitate the inspection process.
- (b) At all times during the period when the pre-school service is being carried on, the registered provider or the named deputy are on the premise.
- (2) The registered provider confirmed that 6 adults were employed in the service. The recruitment records in relation to these 6 adults were reviewed.
- (a) 5 written references and validations were on file from a past employer.
 - (b) 7 written references and validations were on file from a source other than a past employer.
 - (c) A Garda Vetting Disclosure was on file for each of the 6 adults.
- (4) The adults working directly with the children had attained Quality Qualifications Ireland (QQI) in childcare training at Level 6 and above.

Non-Compliance Information

- (2)(d) Police Vetting was not on file for 1 adult who resided outside the jurisdiction for a period of longer than 6 months.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The registered provider stated that the paper trail to support the application for Police Vetting was sent to the early years inspector on 26.02.'24. A hard copy of the International Child Protection Certificate U.K. (dated 22.02.'24) received is now on file. Checks will be made during recruitment so any candidates who have lived longer than 6 months in any other country will have Police Vetting.

Supporting documentation submitted

A copy of the International Child Protection Certificate was submitted.

Summary Comment

The requirement has 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.

(8) Without prejudice to paragraphs (2) to (7)-

(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,

Compliance Information

(1) The registered provider did ensure that an adequate number of adults were working directly with the children at all times.

(2) There were 2 staff members caring for 7 children aged between 4 years and 5 years, 5 children attending on a sessional basis and 2 children attending on a part-time basis.

The adult child ratio was correct.

(8)(a) The registered provider did ensure that 2 adults are on the premise at all times for the duration of the part-time hours.

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) There was a record for each child on the attendance register, a sample of 10 records inspected, each record had all the required detail as per(a) to (i) inclusive.

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 adults caring for the children were kind, caring and respectful towards the children, they spoke to the children in low soft tones of voice.
- The adults interacted in a positive way with the children for example they sat at children's level, maintained eye contact, demonstrated empathy and a good understanding of children's needs and were observed to be caring and supportive in their interactions with the children.
- The children's individual needs for settling into the service and parents/guardians were encouraged and accommodated to stay with the children as they take time to adjust to the service environment. assist the children.

- The inspector observed meeting and greeting parents/guardians at collection time in a professional, friendly manner. The children were taking home Valentine’s Day themed art work they had made.
- The inspector was informed of upcoming in person meetings with the parents to discuss the children’s attendance in the service.
- Throughout the session the adults positively reminded children to “be careful”, “no throwing”, “mind our friends”.
- The children had unrestricted access to the toilets located within the playroom. The inspector was informed in relation to children’s individual toiletry needs and the provisions in place to meet the needs.
- The children enjoyed freedom of movement in the playroom, in the sheltered outdoor area adjacent to the playroom and in the designated enclosed outdoor play area on the day of the inspection.
- The children had the opportunity to rest, relax or opt out of an activity during the session on the matting and allocated seating.
- The inspector was informed regarding review and expanding plans for children’s safe and risky play ideas in the outdoor play area following on from training the adults had attended in the past.

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 parents of the children attending provide the food consumed on the premise.
- The food observed on inspection included sandwiches, yogurts, a variety of fruit and crackers with water to drink.
- The service had fruit, cereals and crackers for example should children require an alternative food option.
- The children had access to water throughout the session: - a water dispenser and cups were provided in the playroom.
- The perishable food items were stored in the fridge in the playroom.
- The inspector observed the children had ample time to eat their food in a relaxed environment. The adults encouraged and supported the children to eat independently. Individual seating cards with the child’s photograph were used at mealtimes.

- Children were seated at the low-level tables on low levels chairs at the mealtime. The children who had finished their food before others had activities of choice available to them.
- The children present had opportunities to move about freely, exploring the various toys stored on the low level open shelving and on the floor indoors.
- The spacious outdoor play area was used during the inspection. The children were appropriately dressed for outdoor play and were observed playing freely and happily between the various play equipment a played in a small group with the parachute. The adults informed the inspector that ride on toys were stored in an allocated enclosed storage in the area.
- The service promotes an awareness of healthy personal care habits in children, for example encouraging hand washing prior to mealtimes at the sink provided in the playroom where the adults were on hand to supervise and assist as was needed.
- There were picture and word reminders and instructions displayed at the children's eye level in the children's sanitary accommodation to support personal care.
- Individual space for the children's belongings (coats, bags) was provided in the conservatory area, supporting and encouraging the children to develop self-help.
- The service supported children's need for rest, relaxation within the room with a rest area consisting of soft seating and matting.

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 gate with the high level open/closure device was secured to prevent unauthorised persons into the service and to prevent children exiting out of the service onto the roadway unsupervised.
- The internal doors were secured to prevent children accessing unsafe areas.
- The outdoor play area was secure when the children played there. The attendance book and the mobile phone were taken outdoors and a record for the children that went home from the area was maintained.

Administration of Medication:

- Medicine was clearly labelled with the child's name in the original packaging with the instructions. The medicine was stored in a secured cabinet. A medication consent form was on file in respect of the medication.

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) There were 4 adults working with the children had current First Aid Responder (FAR) training with the certifications in respect of these on file. A FAR training course was due to commence for a 5th adult whose training certification had expired 04/02/'23.

(2)

(a) The suitably equipped first aid box was stored on a high-level shelf in the playroom.

(b) The first aid box was accessible to the adults and out of the reach of the children.

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) A template to record each fire drill that had taken place in the service. The last recorded fire drill took place prior on 25 .01.2024.
 - (b) A record of the number, type and maintenance checks of the firefighting equipment. The record on file demonstrated the last check for the firefighting equipment was 15.06.2023 and the smoke alarms was 05.12.2023.
- (4) A notice of the procedures to be followed in the event of fire was displayed in the playroom.

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 20 children.
- The expiry date of the current insurance cover was 31/05/'24.