

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015KY071
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<b>Name of Service:</b>	Valentia Island Resource and Childcare Centre
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<b>Address of Service:</b>	Valentia Island Resource & Childcare Centre, Ballyhearney, Valentia Island, Co. Kerry
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<b>Eircode:</b>	V23 KP76
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<b>Name of Registered Provider:</b>	Sean Casey
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<b>Service type:</b>	Full Day, Part Time, Sessional
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<b>Date of Inspection:</b>	15 March 2023
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<b>No of pre-school children:</b>	AM	19	PM	19
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<b>Address of the Early Years Inspectorate:</b>	Hospital Grounds, Coolnagarrane Skibbereen, West Cork
<b>Inspection undertaken by:</b>	M Carney
<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

Valentia Island Resource and Childcare Centre is a community-based rural service which is registered to offer a full day, part time and sessional early years care and education for children aged 0 to 6 years. It operates from 08:15am to 17:45pm daily.

The service operates from a purpose built, modern facility which has many rooms but is currently only operating from 2 large care rooms, namely the pre-school room and the creche room.

The children have access to sufficient toilets, wash hand basins and nappy changing facilities. There is separate sleep room and an enclosed outdoor playground. In addition, there is a staff office, kitchen, sluice room and many storage areas.

### Staffing

There are 6 adults attached to the service that work directly with the children and this includes the 4 childcare professionals the registered provider and an administrator.

Each of the 4 childcare professionals had attained Quality Qualification's Ireland (QQI) in childcare training from level 6 to level 8.

### 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 manager, 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 manager was the person in charge and worked directly with the children. A deputy had been appointed to deputise as required. Both the manager and the deputy were present on the day of the inspection and available to facilitate the process.

(b)

Both the manager and the deputy were on the premises for the duration of service operation as evidenced by the staff rosters.

(2)(a)

All the staff files were examined. It was found that there were 8 written references on file from past employers with records of validation.

(b)

There were 4 written references from sources that the registered provider considered to be reputable on file. There were 4 records of validation attached.

(c)

There were 6 up to date Garda vetting disclosures on file.

(d)

Police vetting was available for 1 adult who had lived outside the jurisdiction of Ireland for a period longer than 6 consecutive months.

(4)

Quality Qualification Ireland (QQI) in childcare training were on file for each of the childcare professionals.

## 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)

On the day of the inspection there was an adequate number of adults working directly with the children as described below -

(2)

#### Creche room

There were 5 children aged from under 1 year to 2 years present on a full day care basis with 2 adults in attendance.

#### Pre-school room

There were 14 children on a part time and full day care basis, aged from 3 to 5 years attending this room with 2 adults in attendance.

The adult child ratios were correct.

### 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)  
Each of the children's registration forms were reviewed and the following sections of the Regulation were found to be compliant –  
(a), (c), (d), (e), (f) and (i).

#### Non-Compliance Information

(1)  
The following elements were not completed on the children's registration forms –  
(b) The date on which the child first attended the service was not completed on 9 forms.  
(g) The name and telephone number of the child's general medical practitioner was not on 2 forms.  
(h) The record of immunisation was not completed on 3 registration forms.

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

##### Corrective and Preventive Action

(1)  
The manager stated that the children's forms had been updated with the required information.

### **Supporting Documentation Submitted**

The manager submitted samples of the children's registration forms which had been updated. In addition, it was recorded that the manager will be responsible for ensuring that all registration forms will be completed from the outset of the the child's attendance in the service.

### **Summary Comment**

Submitted documentation was reviewed and found to be satisfactory in meeting the non-compliant subsections of Regulation 15 – Records of the pre-school child.

## 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:*

- (a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;*
- (b) details of the class of service and the age profile of children for which the service is registered to provide services;*
- (c) details of the adult: child ratios in the service;*
- (d) the type of care or programme provided in the service;*
- (e) the facilities available;*
- (f) the opening hours and fees;*
- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (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**

(1)(a) to (h)

The above elements of the above regulation contained the required information.

(j)

Details of each medication administered to a pre-school child was recorded on templates in both the creche and the pre-school room. The most recent medication was administered and recorded in February 2023. This information was relayed to parent as evidenced by the parental signature.

(k)  
Details of any incident or accident that had occurred in the service was accurately recorded and the information was relayed to the parents as evidenced by the most recent entry recorded on the 6 March 2023.

### Non-Compliance Information

(1)(h)

Although staff rosters were maintained on a daily basis, they did not record the staff meal breaks.

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

#### **Corrective and Preventive Action and Supporting Documentation Submitted.**

The manager stated that going forward all meal breaks will be documented on the staff roster. A sample staff roster was submitted to evidence that this information was recorded.

### Summary Comment

The requirements of the non-compliant section of this Regulation have been met

## 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**

- Food and drink items were offered in a timely manner.
- Drink bottles were stored on accessible counters so that the children could help themselves to a drink when thirsty.
- The children were encouraged to use the toilets independently in the pre-school room and were prompted to hand wash following toileting.
- Additional hand washing was observed after arts and crafts and prior to lunch.
- Nappy changing was carried out in a flexible manner in the creche room, the children were spoken to whilst being made clean and comfortable.
- The children were assisted with preparing for art activities in the pre-school room by putting on aprons to protect clothing.
- Each child had their own coat hook and cubby space for bags and personal belongings.

- Children had spare clothes for use in case of spillages.
- Outdoor protective wear was observed such as overalls and protective boots.
- Rest areas were developed in each playroom so that the children could opt out of the scheduled activities if they so wished to relax and enjoy the displayed books.
- A designated sleep room was available to the children attending creche. It was observed that children's cues for tiredness were promptly addressed. Children were prepared for sleep in a kind and proficient manner; tight clothing was removed, and soothers and comfort blankets offered as required.
- The children had access to a well-equipped playground. However, on the day of the inspection the children did not avail of outdoor play due to the thunder and lightning.

### • **Physical and Material Environment –**

- The service operated 2 large playrooms that were observed to be clean and well maintained.
- The rooms were bright, airy and clean. The pre-school room had many openable windows which allowed for natural light and ventilation. The creche room had a large openable velux which gave the room natural and ventilation also.
- Rooms were furnished with sufficient child sized wooden tables and chairs, low level display units so that the children could easily access play resources.
- Children attending the creche room had use of well-maintained and secured highchairs whilst eating meals.
- In addition, the babies attending the creche had access to a spacious cordoned area which was equipped with age-appropriate materials and equipment such as activity centres, mobiles, pull along toys and sound making apparatus.
- The pre-school room was laid out in a manner to encourage thematic play and provide a wide range of opportunities and play experiences, such as large construction, small construction, the playhouse corner with a well-equipped kitchen and the many tabletop activities to encourage and promote fine motor skill play.
- Displays of the children's arts and crafts and photographs were wall mounted.
- On the day of the inspection the children were completing pink painted stones adorned with positive messages in readiness for the annual community cancer walk.
- Although the outdoor area was not used by the children on the day of the inspection, it was observed that safety matting had been installed for the children's safety and the area was well equipped with many gross motor skill play opportunities, such as the swings and slides and sess- saws.

### **Supporting Relations around the Children**

- The staff members were observed to be observed to be kind, patient and caring to each child.
- Only low tones were used during communication and positive reinforcement was observed during one-to-one craft activities and during supervision of outdoor play.
- The children were discreetly supervised when taken to the toilet and gently encouraged to use the toilets and hand wash independently.
- Transition of activities were conducted in a relaxed and unhurried manner.
- The service operated a digital application for communicating with the parents.
- The manager stated that staff meetings were conducted at regular intervals when discussion around curriculum planning and care practices were held.

## Non-Compliance Information

1. During inspection of the creche room it was observed that the radio/CD was on for the duration which emitted constant background noise, even when nursery rhymes were sung, and stories were read.
2. Mealtimes in the pre-school room were not very sociable as the staff did not sit with the children and some of the children were walking around the room whilst eating.

## Corrective & Preventive Action submitted by the Registered Provider

### **Corrective and Preventive Action & Supporting Documentation Submitted**

1. The manger stated that use of the CD will be timetabled, and staff members have been trained in this new practice.

A policy stating correct use of the CD was submitted.

2. The manger stated that staff members have been trained to adhere to the service healthy eating policy, to reinforce practices to ensure that they sit with the children during meals and encourage a more interactive and sociable time.

The said policy was submitted stating the above.

## Summary Comment

The identified breaches have been suitably addressed through the CAPA and submitted policies which were closely reviewed.

The Requirements of these subsections of the Regulation have been met.

### 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

- Meals were served in a timely manner, and it was observed that the children in the creche had flexible meals times if they so wished.
- Healthy sandwiches, crackers, cheese, yogurts and fruits were observed being eaten during the snack meal.
- As all the children were attending the service on a full day or part time basis hot meals were offered and these too were healthy, sufficient, varied and nutritious, such as pasta bolognaise, chicken stew and potatoes.
- Food items were stored in the kitchen for children that required extra helping or had forgotten their meals.
- Each child had access to their own water bottles so that they could help themselves to fluids when they were thirsty.
- Bottles were stored in the kitchen and given at the temperature preferred by the child. A bottle warmer was available.

#### Non-Compliance Information

1. One child was observed drinking blackcurrant juice which was at variance with the service healthy eating policy whereby it stated that only water was offered to the children.

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

##### **Corrective and Preventive Action & Supporting Documentation Submitted.**

1. The manager stated that parents have been reminded not to send in juices with their children's lunches.
2. Said reminder was submitted to evidence that this issue had been actioned.

#### Summary Comment

The Requirement has been met.

### 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:

- Valentia Island Childcare was secured. It operated a keycode system to restrict unauthorised access or from a child leaving the premises unsupervised.
- Internal doors were suitably secured electronically or raised locks so as to prevent the children from accessing storage rooms or the kitchen and staff areas.
- The low windows in the playroom had safety latches applied.
- Cables and flexes were secured.
- The playground was suitably secured.
- The staff members bags and belonging were stored in the kitchen.
- Play materials were found to be in a good state of repair with no pinch points or sharp edges.
- Visibility strips had been applied to the glazed doors.
- The children did not have access to the first floor.

##### Infection Control:

- The service was observed to be clean and well maintained.
- There was wall mounted sanitising products which were out of reach of the children but accessible and observed to be used by the adults.
- Good cleaning practices were seen for example the tables were sanitised after each activity and prior to the mealtime.
- Hand washing practices were observed by both the staff and the children.
- The children had access to sufficient child sized toilets and wash hand basins; the toilet facilities were clean and well maintained. providing liquid soap, hot air dryers and wall mounted paper towel dispensers.
- The toilet areas had hand wash posters to remind the children to hand wash after using the toilets.
- Thermostatically controlled hot water registered at 43 degrees Celsius after the local plumber had visited to correct the control panel whilst the inspector was on site.
- There was 1 nappy changing room which provided a nappy changing station which was clean and well maintained.
- The nappy changing procedure was conducted as per the service policy, a single use apron and protective gloves were used, hands were washed and the children's hands also washed after the procedure.
- The children's individual toiletries were suitably stored on high level shelving out of reach of the children.
- Dummies and soothers were suitably stored in plastic containers.
- Nappy bags were safely out of reach of the children.
- A non-contact nappy bin was in use for the disposal of soiled nappies.
- Tissues were available to the children for nasal hygiene.
- There were supplies of protective gloves for adult use.
- Pedal bins in use were non-contact.
- A sluice room was available to the staff for the storage of mops and buckets.

### Administration of Medication:

- Children in the service requiring medications had the correct documentation in place.
- Staff members were familiar with the procedures that are to be followed when administering either prescribed or non-prescribed medications.
- Medications were stored safely and according to the manufacturer's instructions.

### Safe Sleep:

- The service was categorised as a full day care service therefore a sleep facility was required.
- A designated sleep room was available adjacent to the creche room. There were 3 standard cots available, which were well spaced, away from climbing hazards such as the windowsill. The cots were in a good state of repair.
- Mattresses were well-fitted. Bedding and linen were changed and laundered on site.
- It was observed that sleeping children had 10-minute physical observations maintained in hard copy.
- Staff members were familiar with safe sleep procedures and maintained back to sleep and feet to foot of the cot.
- The ambient air temperature of the sleep room registered at 17.3 degrees Celsius.
- Stackable beds were available for the children requiring a sleep over the age of 2 years. Linen was available for the stackable beds.

### Fire Safety:

- It was reported that they were familiar with the steps that are to be followed in the event of a fire.
- The fire cylinders were safely anchored to the walls.

### Non-Compliance Information

#### General Safety:

1. A plastic bag was seen stored in a cubby space in the creche room which posed a risk suffocation.
2. The children attending the pre-school room had access to the cleaning materials and toiletries which were stored on a shelf which posed a risk of poisoning if ingested by the children.

#### Infection Control:

The following issues posed a risk of cross infection -

3. A nappy changing mat was stored in the toilets of the pre-school room. In conversation with a staff member it was reported that a child required nappy changing and it was conducted on the floor.
4. It was observed that there were storage items placed in the adult toilet floor.
5. Some of the children in the pre-school room were observed eating off the tables

### Action submitted by the Registered Provider

#### Corrective & Preventive Action & Supporting Documentation Submitted

The manager stated that following –

- 1 & 2. Plastic bags and children's toiletries will not be accessible to the children going forward and staff members have been trained to ensure that this practice is continued.

An updated policy was submitted stating the above.

3.The nappy changing mat has been moved from the pre-school toilets. If a child requires a change of nappy the child will be taken to the nappy changing room.

Photographs were submitted of the pre-school toilets to evidence this action.

4.Storage items have been moved from the adult toilet.

Photographs of this room were forwarded to evidence.

5.Children will be offered plates and beakers as required.

A photograph of newly purchased plastic plates and beakers was submitted.

### Summary Comment

The manager submitted the relevant documentation to evidence that the identified non-compliances had been adequately addressed.

The Requirements have 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

(1)  
Records informed that each working in the service had certification on file to indicate that they had completed a first aid responder training (FAR) with expiry date of April 2024.

(2)(a) and (b)

Each room had their own first aid boxes which were situated either on high wall hooks or on high shelving out of reach of the children but accessible to the staff members. Most of the first aid box on inspection were found to be stocked with the recommended requisites.

## 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.*
- (2) The record referred to in paragraph (1) shall be open to inspection by-*
- (a) a parent or guardian of a pre-school child attending or proposing to attend the pre-school service,*
  - (b) an employee, and*
  - (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 manager made available a template which detailed fire drills that had been completed in the service. The most recent recorded fire drill had been carried out on the 03 February 2023. It detailed the number of staff and children present.

(b)

Records informed that the number, type and maintenance record of the firefighting equipment and smoke alarms on the premises had been serviced and checked in May 2022.

(4)

Fire Evacuation plans were displayed in each care room. They clearly provided the visual route to leave the building in the event of a fire.

## Part VI - Safety

### Regulation 28 - Insurance

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

#### Compliance Information

The manager provider made available an up-to-date insurance certificate, which detailed that up to 30 children were adequately insured at any one time to attend on a full day care basis.

The expiry date was 27 March 2023.

## Part VII - Premises and Space Requirements

### Regulation 29 - Premises

*A registered provider shall ensure that the premises of the service are-*

- (a) of sound and stable structure,*
- (b) safe and secure,*
- (c) kept adequately lit, heated and ventilated*
- (d) cleaned, maintained and repaired, as required, and*
- (e) equipped with adequate and suitable sanitary facilities.*

### Compliance Information

- (a)  
The service was situated in a purpose-built premises which was observed to be of sound and stable structure. It was in a good state of repair with no visual cracks or building defects. Wrap around paths were clean and non-slip. There was no evidence of pest infestations.
- (b)  
The service was suitably secured. The playground was fenced with galvanised wire fencing and gates were adequately secured.
- (c)  
Lighting in the service consisted mainly of strip lights which were functioning, clean and well maintained.
- (d)  
It was observed that both the care rooms and staff areas were clean and in a good state of repair. In conversation with the staff members, it was reported that a cleaner was employed to carry out cleaning duties when the service was not operating. During the hours of operation, the staff members operated a clean as you go policy.
- (e)  
There were sufficient number of child sized toilets, wash hand basin, nappy changing facilities available for the number of children attending the service. They were clean and in a god state of repair.  
The adults had access to their own separate toilet facilities.

## Part VII - Premises and Space Requirements

### Regulation 30 - Minimum space requirements

*(1) Subject to paragraphs (2) to (6), a registered provider shall ensure that adequate clear floor space is available in the premises for the work, play and movement of children attending the pre-school service.*

#### Compliance Information

(1)  
The service provided spacious clear floor space within the operating care rooms so that the children could enjoy free play, explore their environment, participate in the activities and socialise in a supervised manner.