

Tuarascáil Rialála Chigireacht na Luathbhlianta Réamhscoil

Uimhir Aitheantais TUSLA:	TU2015KY099
Ainm na Seirbhíse:	Naíonra an Leitriúigh
Seoladh na Seirbhíse:	Halla le Chéile, Bréanainn, Trá Lí, Co. Chiarraí
Éirchód:	V92 DK4C
Ainm an tSoláthraí Chláraithe:	Ray Mac Pháidin
Cineál na Seirbhíse	Seirbhís Sheisiúnach
Dáta(i) na Cigireachta:	08/11/2023
Líon na leanaí réamhscoile:	AM 8 PM 0
Seoladh Chigireacht na Luathbhlianta	Áras an Phobail, Lána an Déin, Trá Lí, Co. Chiarraí
Cigireacht arna déanamh ag:	N. Reidy
Teideal:	Cigire na Luathbhlianta

Údarás chun cigireacht a dhéanamh

Déanann Cigireacht na Luathbhlianta, Tusla cigireacht ar Sheirbhísí Luathbhlianta faoi Alt 58(J) den Acht um Chúram Leanaí, 1991 (arna chur isteach le hAlt 92 den Acht fán nGníomhaireacht um Leanaí agus an Teaghlach, 2013).

Coinníollacha, má bhaineann le hábhar	N/Bh
---------------------------------------	------

Cur síos ar an tseirbhís

Is seirbhís luathbhlianta phobalbhunaithe é Naíonra an Leitriúigh atá cláraithe chun cúram seisiúnach a sholáthar do leanaí idir 2 bhliain agus 6 bliana d'aois, agus déantar freastal sa tseirbhís faoi láthair ar leanaí idir 3 bliana d'aois agus 5 bliana d'aois. Feidhmíonn an tseirbhís ó Luan go hAoine óna 9.15 am go dtí 12.15pm

Soláthar foirne

Tá ceathrar daoine fásta (oibrí deonach amháin san áireamh) fostaithe sa tseirbhís agus oibríonn beirt díobh sin go díreach leis na leanaí. Ní oibríonn an soláthraí cláraithe sa tseirbhís leis na leanaí gach lá, ná an t-oifigeach forbartha atá fostaithe ag Comhar Naíonraí na Gaeltachta ach an oiread.

Modheolaíocht

Is í Cigireacht na Luathbhlianta, Tusla, rialtóir reachtúil neamhspleách ar sheirbhísí luathbhlianta in Éirinn. Sainmhínítear i Rialacháin an Achta um Chúram Leanaí 1991 (Seirbhísí Luathbhlianta) 2016 dualgas an tsoláthraí chláráithe sábháilteacht agus folláine leanaí a chinntiú agus cloí leis na riachtanais seo. Tugann an tAcht seo údarás do Tusla measúnú a dhéanamh ar chomhlíonadh leis na rialacháin. Is é is aidhm le rialáil maidir le seirbhísí óige ná a chinntiú go seastar le cúram, sábháilteacht, agus folláine na leanaí a fhreastalaíonn ar na seirbhísí seo. Pleanáiltear cigireachtaí ar sheirbhísí luathbhlianta bunaithe ar na pointí seo a leanas:

- Stair chigireachta na seirbhíse
- Eolas ar bith a fhaightear maidir leis an tseirbhís

Tá torthaí na cigireachta bunaithe ar:

- Eolas a fhaightear trí dhoiciméid a imscrúdú
- Breathnú díreach
- Plé le baill foirne ábhartha

Ba chigireacht gan choinne é seo, agus díriodh ar rialachas/sláinte, leas agus forbairt an linbh/sábháilteacht lena linn.

Leagtar amach torthaí na cigireachta sa tuarascáil maidir leis an gcigireacht a eisítear mar dhréacht-tuarascáil ar dtús chuig an tseirbhís, agus bíonn deis ag an tseirbhís freagra a thabhairt ar thorthaí ar bith a luaitear inti. I gcás go sainaithnítear nach bhfuil ceanglais reachtúla á gcomhlíonadh, ní mór don soláthraí cláraithe léiriú a thabhairt ar an mbealach a réitíodh an neamhchomhlíonadh agus mar a chuirfear cosc ar an neamhchomhlíonadh amach anseo. Úsáidfear an plean um Gníomh Ceartaitheach agus Gníomh Coisctheach (CAPA) chun bonn eolais a chur

le cinntí maidir le comhlíonadh le ceanglais rialála. I gcás nach n-éiríonn leis an soláthraí cláraithe na ceanglais reachtúla a chomhlíonadh, féadfar próiseas géaraithe a thosú.

Forchoimeádann an Chigireacht an ceart chun eagarthóireacht a dhéanamh ar fhreagraí a fhaightear ar chúiseanna éagsúla lena n-áirítear soiléireacht; iomláine; agus chun próisis riaracháin agus dlíthiúla a chomhlíonadh.

Is í an chigireacht a chuireann an tuarascáil le chéile.

Buíochas

Ba mhaith leis an gcigire buíochas a ghabháil leis an duine i bhfeighil, leis an bhfoireann agus leis na leanaí a bhí i láthair ar lá na cigireachta as a gcomhoibriú.

Cuid III – Bainistíocht agus Foireann

Rialachán 9 – Bainistíocht agus earcaíocht

(1) Cinnteoidh soláthraí cláraithe-

(a) go mbeidh sa tseirbhís duine i bhfeighil ainmnithe agus duine arna ainmniú nó arna hainmniú a bheidh ábalta gníomhú mar ionadaí de réir mar is gá,

(b) go mbeidh an duine i bhfeighil ainmnithe nó an duine arna ainmniú nó arna hainmniú dá dtagraítear i bhfomhír (a) san áitreabh gach tráth le linn na tréimhse ina mbeidh an tseirbhís réamhscoile á seoladh, agus

(2) Cinnteoidh soláthraí cláraithe gur duine oiriúnach inniúil gach fostaí, gach oibrí nach n-íoctar agus gach conraitheoir, agus cineál na riachtanas a bhíonn ar leanaí á chur san áireamh, lena n-áirítear trí na nithe seo a leanas a dhéanamh-

(a) breithniú ar theistiméireacht ó fhostóirí an duine san am a caitheadh, más ann, agus go háirithe ar theistiméireacht ón bhfostóir is déanaí, más ann,

(b) breithniú ar theistiméireachtaí ó fhoinsí iontaofa i gcás duine nach raibh aon fhostóirí air nó uirthi san am a caitheadh,

(c) breithniú ar an nochtadh grinnfhiosrúcháin a fuarthas ó Bhiúró Náisiúnta Grinnfhiosrúcháin an Gharda Síochána de réir Acht 2012 i leith an duine, agus

d) a chinntiú, a mhéid is indéanta, go soláthróidh duine, i gcás go raibh cónaí ar an duine i stát seachas an Stát ar feadh tréimhse ab fhaide ná 6 mhí as a chéile, grinnfhiosrúchán ag póilíní ó na húdaráis phóilíneachta sa stát sin.

(4) Cinnteoidh soláthraí cláraithe, gan dochar do ghinearáltacht mhír (2) agus faoi réir mhíreanna (5) agus (6), go sealbhaíonn gach fostaí a bhíonn ag obair go díreach le leanaí a fhreastalaíonn ar an tseirbhís, mórdhámhachtain i gCúram agus Oideachas Luath-Óige ar Leibhéal 5 ar an gCreat Náisiúnta Cáilíochtaí nó cáilíocht a mheasfaidh an tAire a bheith coibhéseach léi sin, ar a laghad.

Faisnéis maidir le Comhlíonadh:

- (1)
- (a) Tá duine i bhfeighil ainmnithe sa tseirbhís, chomh maith le duine eile atá ainmnithe le gníomhú mar ionadaí don duine i bhfeighil de réir mar is gá.
- (b) Bíonn an duine i bhfeighil ainmnithe nó an duine arna hainmniú le gníomhú di i láthair sa tseirbhís i gcónaí agus an réamhscoil ar oscailt.
- (2) Dheimhnigh an duine i bhfeighil go raibh ceathrar daoine fásta, oibrí deonach san áireamh, fostaithe sa tseirbhís.
- (a) Bhí 4 theistiméireacht agus bailíochtú i scríbhinn ar comhad ó iarfhostóir.
- (b) Bhí 4 theistiméireacht agus bailíochtú i scríbhinn ar comhad ó fhoinsé eile seachas iarfhostóir.
- (c) Bhí doiciméid um Nochtadh Grinnfhiosrúcháin an Gharda Síochána ar fáil i ndáil le gach duine de na ceathrar daoine fásta.
- (d) Bhí Grinnfhiosrúchán Póilíní ar fáil le haghaidh duine fásta amháin a bhí tar éis cónaí lasmuigh den dlíne ar feadh tréimhse ní b'fhaide ná 6 mhí as a chéile.
- (4) Bhí cáilíochtaí um chúram leanaí ag leibhéal 6 agus os a chionn ar an gCreat Náisiúnta Cáilíochtaí ag na daoine fásta a bhí ag obair go díreach leis na leanaí agus bhí na deimhnithe cáilíochta ar fáil lena n-imscrúdú.

Faisnéis maidir le Neamhchomhlíonadh

- (2) Ní raibh grinnfhiosrúchán póilíneachta ar fáil le haghaidh duine fásta amháin a bhí ag obair go díreach leis na leanaí.

Gníomh Ceartaitheach & Gníomh Coisctheach arna seoladh isteach ag an Soláthraí Cláraithe

Thug an tOifigeach Forbartha an t-eolas seo a leanas: -

Gníomh Ceartaitheach agus Coisctheach

Tá an ball foirne tar éis cur isteach ar an ngrinnfhiosrúchán póilíneachta seo.

Doiciméid tacaíochta arna gcur isteach

Fuarthas Grinnfhiosrúchán Póilíneachta maidir le duine fásta amháin sin ar 25.1.'24.

Nóta Tráchtacha Achomair

Tá an ceanglas comhlíonta anois.

Cuid III – Bainistíocht agus Foireann

Rialachán 11 - Leibhéal Foirne

Faoi réir an Rialacháin seo, cinnteoidh soláthraí cláraithe go mbeidh gach tráth líon leordhóthanach de dhaoine fásta ag obair go díreach leis na leanaí a fhreastalaíonn ar an tseirbhís réamhscoile.

(3) Faoi réir alt (5), cinnteoidh soláthraí cláraithe seirbhíse réamhscoile seisiúnaí go gcomhlíonfar gach tráth an cóimheas íosta idir daoine fásta agus leanaí a shonraítear i gcolún (3) de Chuid 1 de Sceideal 6 os coinne uimhir thagartha áirithe a shonraítear i gcolún (1) den Chuid sin i leith raon aoise na leanaí a shonraítear i gcolún (2) den Chuid sin ag an uimhir thagartha sin.

(8) Gan dochar do mhíreanna (2) go (7)-

(c) cinnteoidh soláthraí cláraithe seirbhíse réamhscoile seisiúnaí, i gcás go bhfuil an tseirbhís á hoibriú ag an duine i bhfeighil ina aonar nó ina haonar, go mbeidh an dara duine, atá eolach ar seirbhíse agus i riocht cúnamh a thabhairt don duine i bhfeighil chun an tseirbhís a oibriú, i gcóngar gairid don tseirbhís agus ar fáil chun freastal ar an tseirbhís i gcónaí d'fhonn cúnamh a thabhairt don duine i bhfeighil i gcás éigeandála.

Faisnéis maidir le Comhlíonadh:

- (1) Le linn na tréimhse cigireachta, chinntigh an soláthraí cláraithe go raibh go leor daoine fásta ag tabhairt aire do na leanaí a bhí ag freastal ar an tseirbhís.
- (3) Bhí beirt daoine fásta ag obair le 8 leanbh a bhí ag freastal ar an tseirbhís ar bhonn seisiúnach agus iad idir 2 bliain agus 5 mhí d'aois agus 4 bliana d'aois. Bhí an cóimheas ceart idir na daoine fásta agus na leanaí.
- (8)(c) Níl feidhm aige seo ós rud é nach bhfuil an tseirbhís á feidhmiú ag duine aonair.

Cuid IV – Faisnéis agus Taifid

Rialachán 15 – Taifead ar leanbh réamhscoile

(1) Cinnteoidh soláthraí cláraithe seirbhíse réamhscoile seachas seirbhíse réamhscoile i lárionad buail isteach nó seirbhís réamhscoile shealadach go gcoimeádfar taifead i scríbhinn i leith gach linbh réamhscoile a fhreastalaíonn ar an tseirbhís ina mbeidh na sonraí seo a leanas:

- (a) ainm agus dáta breithe an linbh;
- (b) an dáta a d'fhreastail an leanbh ar an tseirbhís den chéad uair;
- (c) an dáta a scoir an leanbh de bheith ag freastal ar an tseirbhís;
- (d) ainm agus seoladh tuismitheora nó caomhnóra leis an leanbh agus uimhir theileafóin lenar féidir dul i dteagmháil leis an tuismitheoir nó leis an gcaomhnóir sin nó le gaol nó le cara leis an leanbh le linn uaireanta oibríochta na seirbhíse;
- (e) údarú chun an leanbh a bhailiú;
- (f) mionsonraí aon bhreiteachta, aon mhíchumais, aon ailléirge nó aon riachtanais speisialta ar an leanbh, mar aon leis an bhfaisnéis go léir is iomchuí maidir le cúram nó aire speisialta a sholáthar;
- (g) ainm agus uimhir theileafóin lia-chleachtóir cláraithe an linbh;
- (h) taifead ar imdhíontaí, más ann, a fuair an leanbh;
- (i) toiliú i scríbhinn ó thuismitheoir chun cóireáil chuí liachta a chur ar an leanbh i gcás éigeandála.

Faisnéis maidir le Comhlíonadh:

- (1) Rinneadh iniúchadh ar na 10 dtaifead a bhí ann do na leanaí a bhí cláraithe sa tseirbhís. Bhí na sonraí riachtanacha go léir de réir (a) go (i) ar fáil i ngach taifead

Cuid V - Cúram Linbh i Seirbhís Réamhscoile

Rialachán 19 - Sláinte, leas agus forbairt linbh

(1) Cinnteoidh soláthraí cláraithe, le linn dó nó di a bheith ag soláthar seirbhís réamhscoile—

(a) go ndéanfar foghlaim, forbairt agus leas gach linbh a urasú laistigh de shaol laethúil na seirbhíse réamhscoile trí na gníomhaíochtaí cuí, an idirghníomhaíocht chuí, na hábhair chuí agus an trealamh cuí a sholáthar, ag féachaint d'aois agus do chéim forbartha an linbh, agus

Faisnéis maidir le Comhlíonadh:

- Chuir an duine i bhfeighil in iúl don chigire go gcuirtear bia sláintiúil chun cinn de réir Bheartas na seirbhíse maidir le Bia Sláintiúil.
- Cuireann tuismitheoirí/caomhnóirí leanaí na seirbhíse bia ar fáil dóibh le hithe i gcomhair bhéile na maidine
 - Bhí na leanaí ina suí ar chathaoireacha ísle ag a gcuid boird agus shuigh duine fásta amháin ag gach bord ag am béile.
 - Chonacthas na leanaí ag ithe ceapairí, iógart, agus torthaí éagsúla agus tuilleadh nach iad.
 - Chabhraigh na leanaí leis na daoine fásta jabanna éagsúla a dhéanamh le linn an tseisiúin, mar shampla, na málaí lóin a chur ar thralaí agus bréagáin a chur ar ais i ndiaidh a n-úsáide.
 - Mar chuid d'Achainí Boscaí Bróg na Nollag, bhí na leanaí ar bís a mboscaí bróg féin a thabhairt d'fhear an phoist áitiúil a tháinig le linn na cigireachta chun iad a bhailiú.
 - Bhí teacht neamhshrianta ag na leanaí ar na leithris a bhí suite laistigh den seomra spraoi. Chonaic an cigire na daoine fásta ag spreagadh na leanaí a lámha a ní tar éis dóibh an leithreas a úsáid.
 - Cuireadh an cigire ar an eolas faoi riachtanais leithris aonair na leanaí agus breathnaíodh go ndearnadh freastal ar riachtanais aonair agus gur cabhraíodh leis na leanaí ar bhealach discrídeach cineálta le linn na cigireachta.
 - Chuaigh na leanaí i mbun spraoi le linn na cigireachta san áit spraoi lasmuigh atá suite ar chúl an fhoirgnimh. Spreagadh na leanaí chun a gcótaí agus a hataí a chaitheamh agus tugadh cabhair dóibh de réir mar ba ghá.
 - Tugadh faoi deara go raibh na daoine fásta deas cineálta leis na leanaí faoina gcúram. Labhair leo go deas bog soiléir agus d'éist siad go gníomhach leo.
 - Ag am dul abhaile, dúirt leanaí go raibh ana-mhaidin ar fad acu.

Cuid VI - Sábháilteacht

Rialachán 23 - Sláinte, sábháilteacht agus leas linbh a chosaint

Cinnteoídh soláthraí cláraithe go ndéanfar gach beart réasúnach chun sláinte, sábháilteacht agus leas linbh réamhscoile a fhreastalaíonn ar an tseirbhís a chosaint agus cinnteoídh sé nó sí go mbeidh timpeallacht na seirbhíse sábháilte.

Faisnéis maidir le Comhlíonadh:

Sábháilteacht Ghinearálta:

- Bhí aláram ar an doras éalaithe dóiteáin, chomh maith le hanla íseal chun é a oscailt. Léirigh an duine i bhfeighil go raibh sé ag obair i gceart.
- Bhí bosca garchabhrach agus na hábhair iomchuí ann stóráilte ar sheilf ard sa seomra spraoi.
- Bhí an áit spraoi lasmuigh slán daingean.

Faisnéis maidir le Neamhchomhlíonadh

Sábháilteacht Ghinearálta:

1. Bhí stiallaire ar an urlár sa seomra spraoi in aice le deasc na ndaoine fásta agus ós rud é go raibh teacht ag na leanaí air, bhí baol ann go ndéanfaí díobháil dóibh.

Gníomh arna sheoladh isteach ag an Soláthraí Cláraithe

Luaigh an t-oifigeach forbartha an méid seo a leanas: -

Gníomh Ceartaitheach agus Gníomh Coisctheach

Sábháilteacht Ghinearálta:

Tá an stiallaire suite anois i seomra taobh amuigh den Naíonra agus níl teacht ar bith ag na leanaí air.

Doiciméid tacaíochta arna gcur isteach

Sábháilteacht Ghinearálta:

Grianghraf den stiallaire agus é san áit nua.

Nóta Tráchtach Achomair

Tá an ceanglas comhlíonta anois.

Cuid VI - Sábháilteacht

Rialachán 25 - Garchabhair

(1) Cinnteoidh soláthraí cláraithe go mbeidh duine atá oile ar gharchabhair do leanaí ar fáil láithreach i gcónaí do na leanaí a fhreastalaíonn ar an tseirbhís réamhscoil.

(2) Cinnteoidh soláthraí cláraithe go mbeidh bosca garchabhrach do leanaí a bhfuil an trealamh cuí ann—

(a) stóráilte go sábháilte in áit fheiceálach san áitreabh ar féidir teacht air gan dua, agus

(b) ar fáil i gcónaí do na leanaí a fhreastalaíonn ar an tseirbhís réamhscoile.

Faisnéis maidir le Comhlíonadh:

(1) Cuireadh in iúl don Chigire go raibh oiliúint do Fhreagróirí Garchabhrach reatha ag beirt daoine fásta a bhí ag obair leis na leanaí. Cuireadh teastais na beirte sin ar aghaidh chuig cigireacht na luathbhlianta tar éis na cigireachta.

(2)(a) Bhí bosca garchabhrach agus na hábhair iomchuí ann stóráilte ar sheif ard sa seomra spraoi.

(b) Bhí teacht ag na daoine fásta ar an mbosca garchabhrach agus bhí sé as raon láimhe na leanaí.

Cuid VI - Sábháilteacht

Rialachán 26 - Bearta maidir le sábháilteacht ó dhóiteán

(1) Cinnteoidh soláthraí cláraithe go gcoimeádfar taifead i scríbhinn—

(a) ar aon druil dóiteáin a dhéantar san áitreabh, agus

(b) ar líon, cineál agus taifead cothabhála an trealaimh chun dóiteán a chomhrac agus na n-aláram deataigh san áitreabh.

(4) Déanfar fógra i dtaobh na nósanna imeachta a bheidh le leanúint i gcás dóiteáin a chur ar taispeánt in áit fheiceálach san áitreabh.

Faisnéis maidir le Comhlíonadh:

(1) Bhí taifead i scríbhinn sa tseirbhís maidir leis na rudaí seo a leanas: -

(a) Teimpléad chun gach druil dóiteáin a rinneadh sa tseirbhís a thaifeadadh. De réir na dtaifead, rinneadh an druil dóiteáin dheireanach ar 27/10/2023.

(b) Bhí taifead á choinneáil maidir le huimhir, cineál agus taifead cothabhála an trealamh chun dóiteán a chomhrac. Léirigh an taifead ar comhad go ndearnadh an tseiceáil dheireanach ar an trealamh comhraicthe dóiteáin ar 24.11.23.

(4) Bhí fógra ar taispeáint sa seomra spraoi maidir leis na nósanna imeachta le leanúint i gcás dóiteáin.

Faisnéis maidir le Neamhchomhlíonadh

(1)(b) Ní raibh aon taifead ar fáil maidir le cothabháil an aláraim deataigh.

Gníomh Ceartaitheach & Gníomh Coisctheach arna seoladh isteach ag an Soláthraí Cláraithe

Luaigh an t-oifigeach forbartha an méid seo a leanas: -

Gníomh Ceartaitheach agus Coisctheach

Cuireadh an páipéarachas maidir leis na haláraim deataigh ar aghaidh chuig cigireacht na luathbhlianta.

Coimeádfaidh an duine i bhfeighil cóip den pháipéarachas ó na seiceálacha go léir a dhéanfar amach anseo ar an trealamh laistigh den Naíonra.

Doiciméid tacaíochta arna gcur isteach

Cuireadh isteach an teastas cothabhála maidir leis an gcothabháil a rinneadh ar an gcóras aláraim deataigh ar 17.11.'23.

Nóta Tráchta Achomair

Tá an ceanglas comhlíonta anois.

Cuid VI - Sábháilteacht

Rialachán 28 - Árachas

Cinntoidh soláthraí cláraithe go mbeidh an tseirbhís réamhscoile faoi árachas leordhóthanach.

Faisnéis maidir le Comhlíonadh:

Bhí deimhniú árachais na seirbhíse ar comhad agus i measc an eolais a cuireadh ar fáil ar an deimhniú árachais sin, bhí:

- sonraí teagmhála an tsoláthraí árachais.
- ainm agus seoladh na seirbhíse faoi árachas
- catagóir chumhdaigh árachais na seirbhíse
- líon na leanaí a bhí clúdaithe ag an árachas - 22
- Dáta éaga an chlúdaigh árachais - 27/11/'23.

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015KY099				
Name of Service:	Naíonra an Leitriúigh				
Address of Service:	Halla le Chéile, Bréanainn, Trá Lí, Co. Kerry				
Eircode:	V92 DK4C				
Name of Registered Provider:	Ray Mac Phaidin				
Service type:	Sessional				
Date(s) of Inspection:	08/11/2023				
No of pre-school children:	<table border="1"> <tr> <td>AM</td> <td>8</td> <td>PM</td> <td>None</td> </tr> </table>	AM	8	PM	None
AM	8	PM	None		
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	N/A
---------------------------------	-----

Description of service

Naíonra an Leitriúigh is a community based early years service that is registered to provide sessional care to children aged between 2 and 6 years, currently the service cater for children aged between 3 years and 5 years. The service operates Monday to Friday inclusive between the hours of 9.15 am and 12.15pm.

Staffing

There are 4 adults including of 1 volunteer employed in the service of whom 2 work directly with the children. The registered provider and the development officer employed by Comhar Naíonraí na Gaeltachta do not work in the service with the children 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 unannounced and focused on the area of governance/ health, welfare and development of child/ safety.

Inspection findings are documented in the inspection report which is first issued in draft format to the service with an opportunity to respond to any findings. Where statutory requirements are identified as not being met, the registered provider must demonstrate how they have rectified the non-compliance and will prevent any non-compliance from re occurring. The Corrective Action and Preventive Action plan (CAPA) will be used to inform decisions about compliance with regulatory requirements. Where the registered provider fails to meet the statutory requirements an escalation process may be commenced.

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

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

Acknowledgments

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

Part III – Management and Staff

Regulation 9 – Management and recruitment

(1) A registered provider shall ensure that-

- (a) the service has a designated person in charge and a named person who is able to deputise as required,*
- (b) at all times during the period when the pre-school service is being carried on, the designated person in charge or the named person referred to in subparagraph (a) is on the premises, and*

(2) A registered provider shall ensure that each employee, unpaid worker and contractor is suitable and competent taking into consideration the nature of the needs of children, including by-

- (a) consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,*
- (b) consideration of references from reputable sources in the case of a person who has no past employers,*
- (c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and*
- (d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.*

(4) A registered provider shall ensure that, without prejudice to the generality of paragraph (2) and subject to paragraphs (5) and (6), each employee working directly with children attending the service holds at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

Compliance Information

- (1)
- (a) There is a designated person in charge and a named person who can deputize as required.
 - (b) At all times during the period when the pre-school service is being carried on, the designated person in charge or the named deputy are on the premise.
- (2) The person in charge confirmed that 4 adults inclusive of a volunteer were employed in the service.
- (a) 4 written references and validations were on file from a past employer.
 - (b) 4 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 4 adults.
 - (d) Police Vetting was available for 1 adult who had resided outside the jurisdiction for a period of longer than 6 consecutive months.
- (4) The adults working directly with the children had attained Quality Qualifications Ireland (QQI) in childcare training at Level 6 and above and the qualification certifications were available for inspection.

Non-Compliance Information

- (2) Police vetting was not provided in respect of 1 adult who worked directly with the children.

Corrective & Preventive Action submitted by the Registered Provider

The Development Officer stated that: -

Corrective and Preventive Action

The staff member has applied for this police vetting.

Supporting documentation submitted

The Police Vetting in respect of the 1 adult was received submitted on 25.1.'24.

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.*
- (3) Subject to paragraph (5), a registered provider of a sessional pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 2 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) therefore at that reference number is satisfied.*
- (8) Without prejudice to paragraphs (2) to (7)-*
- (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) Throughout the period of inspection, the registered provider did ensure that there was an adequate number of adults caring for the children attending the service.
- (3) There were 2 adults working with 8 children aged between 3 years and 5 years attending on a sessional basis. The adult child ratio was correct.
- (8)(c) Not applicable as the service does not operate single-handedly.

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) The 10 records for the children enrolled in the service were 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

- The person in charge informed the inspector that healthy eating is promoted in line with the Healthy Policy of the service.
- The parents/guardians of the children attending provide the food for the children's morning mealtime.
- The children were seated on the low-level chairs at their tables accompanied by 1 adult at each table at the mealtime.
- The food observed consisted of for example sandwiches, yogurts, and a variety of fruit.
- Children assisted the adults with various tasks during the session for example putting the lunch bags on a trolley and putting away toys after use.
- The children enthusiastically and happily handed over their individual shoebox appeal boxes to the local postman who came to collect them during the inspection.
- Children had unrestricted access to the toilets located within the playroom. The inspector observed the adults encouraging the children to wash their hands after using the toilet.
- The inspector was informed of children's individual toileting needs and observed individual needs were supported and facilitated during the inspection in a discreet and kind manner.
- The children played in the outdoor area located at the rear of the building during the inspection. The children were encouraged to put on their coats and hats and were assisted as needed.
- The adults were kind and caring towards the children they were caring for. They spoke to the children in clear soft tones of voice and actively listened to the children.
- At departure time from the service children said they had a great time that morning.

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 fire exit door with the low-level handle for opening purposes was alarmed. The person in charge demonstrated that it was in working order.
- The cleaning sprays observed were stored on a high-level shelf in the playroom.
- The outdoor play area was secured.

Non-Compliance Information

General Safety:

1. There was a paper shredder accessible to the children on the floor in the playroom near the adult desk posing a risk of injury to children.

Action submitted by the Registered Provider

The development officer stated that: -

Corrective & Preventive Action

General Safety:

The shredder is now located in an external room to the Naíonra, it is not accessible to the children.

Supporting documentation submitted

General Safety:

A photograph of the re-located shredder.

Summary Comment

The requirement has been met.

Part VI - Safety

Regulation 25 - First aid

(1) A registered provider shall ensure that a person trained in first aid for children is, at all times, immediately available to the children attending the pre-school service.

(2) A registered provider shall ensure that a suitably equipped first aid box for children-

(a) is safely stored in an easily accessible and conspicuous position on the premises, and

(b) is available to the children attending the pre-school service at all times.

Compliance Information

(1) The Inspector was informed that 2 adults working with the children had current First Aid Responder (FAR) training. The certifications in respect of the 2 adults were forwarded to the early years inspectorate after the inspection took place.

(2) (a) The suitably equipment 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 09 .11.2023.

(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 24.11. 2023.

(4) A notice of the procedures to be followed in the event of fire was displayed in the playroom

Non-Compliance Information

(1)(b) There was no record provided in respect of the maintenance of the smoke alarm.

Corrective & Preventive Action submitted by the Registered Provider

The development officer stated that: -

Corrective and Preventive Action

The paperwork in relation to the smoke alarms was forwarded to the early years inspectorate. The person in charge will keep a copy of the said paperwork from the checks completed on the equipment within the Naíonra.

Supporting documentation submitted

The maintenance certificate in respect of the maintenance of the smoke alarm system carried out on 17.11.'23 was submitted.

Summary Comment

The requirement has been met.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

The insurance certification for the service was on file and the information provided on the insurance certificate included:

- the contact details for the insurance provider.
- the name and address of the service insured.
- the category of insurance cover for the service.
- the number of children covered by the insurance was for 22 children.
- The expiry date of the insurance cover was 27/11/'23.