

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015KY114		
Name of Service:	Sneem Community Preschool & Crèche		
Address of Service:	North Square, Sneem, Co. Kerry		
Eircode:	V93 RW72		
Name of Registered Provider:	Michelle Walsh		
Service type:	Full Day, Part Time, Sessional		
Date(s) of Inspection:	14/05/2024		
No of pre-school children:	AM	27	PM 15
Address of the Early Years Inspectorate:	Early Years Inspectorate, Admin Building, St Marys Health Campus, Cork, T23X440		
Inspection undertaken by:	M.O' Reilly		
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

Sneem Community Preschool & Crèche is an established early years service that first opened in 2010. It is registered to accommodate a maximum of 30 children aged from 0 to 6 years. Daily opening hours are from 9am to 5:30pm Monday to Thursday and from 9am to 1:30pm on Fridays. It is also registered to provide a school aged care service.

The service is situated within a purpose-built, two-storey building situated in the centre of Sneem village on the Ring of Kerry. The service accommodates a creche room on the ground floor with a separate sleep room, toilet and nappy changing facilities. There is also a welcome lobby, office, and laundry room. Situated on the first floor is a large playroom, children's toilet and nappy changing facilities, storeroom and kitchen/staff room. The children have direct access to a secured outdoor play area.

Staffing

There were five staff employed to work directly with the early years children including the person in charge in the service. The registered provider is not service based. The person in charge and the adults who work directly with the early years children all hold a recognised qualification in Early Childhood Care and Education. Additionally, the service has in attendance one auxiliary staff and one volunteer.

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 inspection 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.

Additional Information

Following a referral from the last inspection, the person in charge informed the Inspectorate, that the service had engaged with Better Start Quality Development.

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 II - Registration and Register

Regulation 8 - Notification of change in circumstances

(1) A registered provider of a pre-school service other than a temporary pre-school service shall, subject to paragraph (3), notify the Agency in writing of any proposed change in the details in relation to the pre-school service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2) at least 60 days before it is proposed that the change would take effect.

(3) Where a registered provider has been unable for good and proper reason to notify the Agency within the time specified in paragraph (1) or (2), as the case may be, of a change in the details in relation to the pre-school service

contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2), the registered provider shall notify the Agency in writing of the change as soon as possible thereafter.

Compliance Information

(1), (3)

The service was registered with the Agency.

Non-Compliance Information

(1), (3)

The registered provider had not informed the Agency in writing that the named person in charge was no longer employed in the service and there was a new person in charge of the service therefore the service was operating outside of the registration status.

Corrective & Preventive Action submitted by the Registered Provider

In the corrective and preventative response (CAPA) the following was stated:

Corrective and Preventive Action

The committee have designated the current deputy manager to continue as interim manager until the childcare manager position is filled. The committee is currently recruiting for a replacement manager and are availing of guidance and support from Kerry County Childcare Committee

Staff in the service are now informed and aware of the importance of following registration compliance. If another person is appointed as the childcare manager, they will immediately be advised by the interim manager to complete the relevant records to maintain registration compliance. Any information displayed in the service that identifies management roles, will be updated and reviewed to reflect current personnel in service management.

Supporting documentation submitted

1. A copy of the recent change in circumstances form that was submitted to the registration office was forwarded to the early years department and deemed satisfactory.
2. Photographic evidence of the advertisement for the position of childcare manager in the service was submitted to the early years department and deemed satisfactory.

Summary Comment

- Correspondence forwarded to the Early Years Inspectorate was examined and deemed to meet the requirement of Regulation 8(1)(3) of the Childcare Act 1991 (Early Years Services) Regulations 2016.

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 had designated a person in charge and a deputy to deputise as required.
- (b) The person in charge and deputy were present in the service when the inspector arrived at the premise and remained for the duration of the inspection.

(2)

Eight staff files were reviewed. This included the registered provider, five childcare staff plus one auxiliary staff and a volunteer in the service.

- (a) There were thirteen references on file from past employers in respect of the adults.
- (b) There were three references from sources other than past employers in respect of the adults.

(c) A Garda vetting disclosure was available on file in respect of each of the eight adults. However, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under regulation 23 of this report.

(d) Three police vetting records were available on file for the two adults who had lived outside the jurisdiction for a period of six months or more, while over the age of eighteen years.

(4)

The five adults who worked directly with the children all hold a major award in Early Childhood.

Non-Compliance Information

(2) (a)+(b) There was no record of validation on file for two references for one of the adults in the service.

Corrective & Preventive Action submitted by the Registered Provider

In the corrective and preventative response (CAPA) the following was stated:

Corrective and Preventive Action

(2)(a) +(b) Confirmation and signed validation of the two references for one adult was submitted to the early years department. All the required vetting documentation will be obtained prior to an adult commencing in the service.

Supporting documentation submitted

Photographic evidence of the two validation records were forwarded to the early years inspector and deemed satisfactory

Summary Comment

Correspondence forwarded to the Early Years Inspectorate was examined and deemed to meet the requirement of Regulation 9(2)(a)(b) of the Childcare Act 1991 (Early Years Services) Regulations 2016.

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)
The person in charge ensured that there were an adequate number of adults working directly with the children in each room on day of the inspection.

(2)
During the period of inspection, the ratio of staff to children was maintained as per the regulations and an adequate number of adults were working directly with the children in each playroom.

Crèche Room

There were 7 children present in the morning and 7 children in the afternoon. There were 3 children aged between 1 and 2 years and 4 children aged between 2 and 3 years with 2 adults in attendance. Additionally, a short settling in period for 1 child aged 8 months was facilitated in the afternoon.

Preschool Room

There were 20 children in attendance in the morning and 7 in the afternoon. The children were aged between 3 and 6 years with 3 adults in attendance in the morning and 2 in the afternoon.

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)(a) to (i)

A sample of 14 of the children's registration forms. were reviewed and 12 were found to contain all of the elements of information as required by Regulation 15 (a) to (i) inclusive.

Non-Compliance Information

(b) There were 2 of the 14 child registration forms sampled on day of inspection that did not have the date recorded of when the children first attended, and two child registration records had no parents /guardian signature recorded.

Corrective & Preventive Action submitted by the Registered Provider

In the corrective and preventative response (CAPA) the following was stated:

Corrective and Preventive Action

The dates of when the children first attended the service are now recorded on the child registration form.

Parents have signed their respective child’s registration form. It is the responsibility of all staff, that when they receive a child’s registration form prior to commencing in the service, that they review the registration form to ensure the record is fully completed and signed by parent/guardian.

Supporting documentation submitted

The written corrective and preventative action (CAPA) submitted by the person in charge was accepted as evidence.

Summary Comment

Correspondence forwarded to the Early Years Inspectorate was examined and deemed to meet the requirement of Regulation 15(1) of the Childcare Act 1991 (Early Years Services) Regulations 2016.

Part IV – Information and Records

Regulation 16 – Record in relation to pre-school service

(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:

- (h) details of attendance by each pre-school child on a daily basis;*
- (i) details of staff rosters on a daily basis;*
- (k) details of any accident, injury or incident involving a pre-school child attending the service.*

Compliance Information

- (1)
- (h) The attendance of each child on a daily basis was recoded on the roll book.
 - (i) A weekly staff roster was maintained in the service.
 - (k) The service had a record to detail any accidents or incidents that had occurred in the service. Each entry had been counter signed by the child’s parent to evidence that the information had been relayed.

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's families provided their children with all food and drink requirements. The children were afforded ample time to eat and drink at a relaxed pace. Lunchtime was observed in the crèche, it was found to be a relaxing, unhurried, and sociable event. Staff members sat with the children and assisted with feeding as required. Each child had a hot meal which had been warmed in the kitchen and presented to the children promptly. Water was the preferred drink option on day of inspection. Staff members in the preschool room were readily available to provide assistance and reminders at this time and ensured that suitable crockery and cutlery were available.
- Drinking water was accessible to the children within the two care rooms outside of allocated mealtimes.
- An online application to share information with parents regarding their children's activities of daily living had just commenced. Phone calls, a messaging application and informal face to face discussion at arrival and collection times, were also in place.
- The adults were observed to demonstrate patience and kindness in their interactions with the children, as was noted when the children's efforts were readily acknowledged and when children were calmly assisted to resolve minor conflicts.
- Pots and step ups were available to meet the children's individual toileting requirements in the Crèche
- The children who attended the preschool room were observed to freely access and use the adjoining toilet facilities, as needed.
- Shortly after eating lunch, the children in the crèche room were facilitated to sleep as needed in the designated sleep room. The children who did not wish to sleep were accommodated to participate in activities in the crèche playroom.
- There was adequate space in the care rooms to accommodate a variety of play activities. Outdoor play was also observed during the inspection.

Physical and Material Environment

- Both rooms in operation were child friendly, bright, and laid out with special interest areas with materials largely accessible to the children.
- The crèche room had adequate space for children to crawl and walk. Colourful, sensory, and sound making age-appropriate play equipment was available. Other play equipment included books, blocks, handheld toys, balls, dolls and a wall mirror.
- The preschool room had a range of play-based materials and equipment that offered stimulation, exploration, and imagination. They were positioned at an accessible level with well-defined interest areas and open shelving which nurtured independence, facilitated choice, and encouraged curiosity, spontaneous play and movement. There was adequate space in the preschool room to accommodate a variety of play activities.
- Child sized tables and chairs were available in each room.
- Both rooms had a designated cosy areas for children to rest and relax as required. The location of the cosy area had changed in the crèche room since the last inspection. There were three child sized couches and soft mat for the children in attendance.
- There is a partially covered outdoor play area provided beside the premise. The outdoor play area has an all-weather surface. Play equipment in the outdoor area included a climbing frame with a walking wall and a slide, see-saws, play balls, a sand unit with a lid with accompanying play equipment.

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

- All food and snacks consumed on the premise is provided by the parents/guardians.
- Lunches were stored in both the small fridge in the creche room and in the large fridge in the kitchen on the first floor beside the preschool room. It was reported that the children attending the creche had their hot meals stored in the larger fridge. They were heated in the kitchen and then brought down to the children in the creche room.
- It was observed that the children attending full day care service each had a hot meal served at lunch time.
- The children in the creche and preschool room had access to their drinks.

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:

- Upon the inspectors' arrival at the service, the main entrance door was found to have been secured and was maintained secure when not in use. An electronic code pad was in place so that the children could not leave the premises unsupervised and unauthorised entry was restricted.
- Some of the internal doors were suitably secured, such as the creche door and adult toilet door to the children.
- Unsupervised access to a childrens toilet facility and storeroom beside the sleep room was prevented through the securing of these doors when the facilities were not in use. A key was stored on a high-level wall hook and a shooting bolt at adult height was on the toilet door.
- Low-level glass panels were brightly painted, to reduce the risk of a child sustaining a collision injury in the creche and sleep room located on the ground floor.
- First aid boxes were appropriately stored and inaccessible to children.
- Restrictive opening devices were in place on the low-level cupboards and fridges in the playrooms.
- Emergency fire exit door was unobstructed in the sleep room.
- Openable windows on the first floor had child safety catches installed.
- No loose cables were observed within reach of children on the day of inspection.
- The stairwell was well lit with non-slip surfacing. Two handrails installed at child and adult level were in place.
- The outdoor area was noted to be fully enclosed and secured.

Infection Control:

- There was liquid soap and paper towels available in the toilet and nappy changing facilities. Handwashing by the children was observed before lunch and after toileting in the preschool room.
- Within the nappy changing areas, there was individually labelled storage for the children's toiletries.
- Pedal operated lidded bins were in place for the disposal of paper towels and for the disposal of soiled nappies.
- Cleaning records were in place in each of the rooms.

- A designated cleaner was observed to attend the service during the inspection and carried out routine cleaning of surfaces and floors on a daily basis.

Safe Sleep:

- Ten-minute sleep checks were recorded in writing for each sleeping child by the adults monitoring the sleeping children. The records reflected physical checks in relation to the colour, breathing and position of children, as they slept.
- The children aged under 2 years rest needs were facilitated in one designated sleep room for the children beside the crèche room. There were an adequate number of standard cots with safety mattresses for children under two that required a sleep with individual accompanying bed linen.
- Each of the safety mattresses was covered with a waterproof mattress cover.
- The air temperature reading of the sleep room where the children were observed sleeping was within the normal range of between 17°C to 19°C. Air temperature readings at 10:30am was 17°C, a readings at 12:30pm when children were asleep was 18°C. Air temperature readings at 14:30am was 18.5°C Accepted air temperature range is between 16°C and 20°C for rooms where children are sleeping. Following the last inspection there was wall mounted thermostat in place in the sleep room.
- Children over the age of 2 years had access to low beds for sleep as required.
- Following the last inspection the vanity unit with inset basin was removed from the sleep room. The number of cots in the sleep room has now increased to five.
- At time of inspection there was no evidence to suggest the cots were used as storage facilities.

Outing:

- Not applicable, as an outing was not observed.

Non-Compliance Information

General Safety:

1. Garda vetting was available for one staff member. However, this vetting disclosure was not dated within the previous three years in adherence to the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

Infection Control:

2. Suitable handwashing facilities were not available as there was no thermostatically controlled hot water in the wash hand basins in the service on day of inspection. The service was aware that there was no thermostatically controlled hot water in the service and a plumber had been called and he was awaiting the delivery of a new boiler to replace the existing boiler.

The service has a history of being non-compliant on this, on the last inspection in June 23 the service received an Immediate Action Notice under General Safety as the thermostatically controlled water was above the recommended 43 degrees.

Fire Safety:

- The emergency fire exit door in the creche room was obstructed by a structure located on the inner side of the emergency exit door. The half door structure prevented the children from pushing the steel bar located across the door. The steel bar located at child height when pushed, opens the emergency fire exit door. A referral was made to the Fire Safety Officer.

Action submitted by the Registered Provider

In the corrective and preventative response (CAPA) the following was stated:

General Safety:

- A copy of the renewed processed Garda vetting record for one adult was forwarded to the early years inspector. A written list will now be maintained by management outlining the renewal dates for garda vetting for each adult in the service.

Infection Control:

- A new boiler was installed on the 17th May 24 and there is thermostatically controlled hot water now, in all the wash hand basins throughout the service. On managements instructions, staff are now taking the temperature of the hot water in the wash hand basins in the Preschool and Creche rooms. During the afternoon, a second temperature check is carried out. The water temperature checks are documented on a record log. The frequent checks will allow management and staff to be aware of any thermostatically controlled hot water issues more promptly in the service and therefore take the necessary steps required and risk assess accordingly.

Fire Safety:

- Following a referral to the Fire Safety Department by the early years inspectorate. The service is waiting for the Fire Safety Officer to review the structure put on the inside of the emergency fire exit door in the creche room to prevent the children having access to the bar across the door when pushed, opens the emergency fire exit door. The service is awaiting a response from the fire safety officer. The service will promptly carry out any actions or changes required as advised by the fire safety officer.

Not addressed

Supporting documentation submitted

General Safety:

1. Photographic evidence of the newly processed Garda vetting for one adult was forwarded to the early years inspector and deemed satisfactory

Infection Control:

2. Photographic evidence of the invoice for the new boiler installed dated the 17/05/24 was forwarded to the early years inspector and deemed satisfactory

Fire Safety:

3. The written response (CAPA) from the person in charge is accepted as evidence

Summary Comment

Correspondence forwarded to the Early Years Inspectorate was examined and deemed to meet the requirement of Regulation 23, General Safety and Infection Control of the Childcare Act 1991 (Early Years Services) Regulations 2016.

Fire Safety.

The service is currently awaiting the Fire Safety Officer to review the structure in the inner side of the emergency fire exit door in the creche room therefore not addressed at time of finalizing this report.

This will be reviewed on the next inspection.

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) On day of inspection, there were two staff members present in the morning and one staff member present in the afternoon with a current certified First Aid Responder certificate (FAR).

(2)

(a) The first aid boxes were safely stored out of children's reach in the service.

(b) The first aid box was available at all times to adults if in the event that a child may require treatment.

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)
- (a) A record of monthly fire drills carried out was available and indicated that the last fire drill took place on the 12th April 2024
 - (b) A record of the number, type and maintenance record of firefighting equipment was maintained. It was recorded that the fire equipment was last serviced in August 2023 and the emergency fire alarm system was last tested and serviced in February 2024.
- (4)
- The fire evacuation procedure for the service which contained details in relation to the procedure to be followed in the event of a fire was displayed in each playroom and in the lobby

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

The registered provider ensured the service was adequately insured, with insurance for 30 full day care children until 27/03/2025. The records detailed the category of service covered which was full day care, the name and address of the premises and details regarding public liability cover, fire, theft, buildings, and outings cover.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

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

- (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

(b) From visual inspection the premises appeared safe and secure. The entrance door was adequately secured to prevent unauthorised entry and unsupervised exit of children from the service.

(c) The two playrooms were provided with a combination of natural light, through windows and artificial lighting. Adequate lighting was also in place in the sanitary facilities and passageway, as supplied through artificial lighting. Light fittings were noted to have protective covers installed. The openable windows in the playrooms allowed for a supply of fresh air. Toilet areas were ventilated by means of mechanical ventilation.

(d) The service was well maintained and clean on the day of inspection.

(e) There were 5 toilets and 5 wash hand basins available for the children's use. Two nappy changing units were also in place, including a new changing unit, which had been installed in a room adjoining the preschool room following the previous inspection. Staff had access to one designated toilet and wash hand basin located on the ground floor.

Non-Compliance Information

- (d)
1. Three pedal operated refuse bins, two in the preschool room and one in the children's toilet were found in poor repair on the day of the inspection that required to be repaired or replaced.
 2. There was visible evidence of dust particles on the mechanical vents in the children's toilet area beside the preschool room. The vents were not maintained in a proper state of repair therefore affecting the proper ventilation of the children's toilet areas.

Corrective & Preventive Action submitted by the Registered Provider

In the corrective and preventative response (CAPA) the following was stated:

Corrective and Preventive Action

(d)

1. The three pedal operated bins in poor repair were removed and replaced with three new, non-contact, lidded, foot operated pedal bins in the preschool room. Following the inspection, all staff were reminded at a team meeting to closely monitor all materials and equipment by carrying out weekly risk assessments. If staff observe any damaged items, they must bring it to management's attention and document the issue on the equipment log.
2. The service contacted a local electrician who examined and updated the extraction system in the service. The mechanical vents will be included in the weekly check of equipment for cleaning in the service.

Supporting documentation submitted

1. Photographic evidence of the new non-contact, lidded, foot operated pedal bins was forwarded to the early years inspector and deemed satisfactory.
2. A copy of the email forwarded to the service from the electrician stating a service on the mechanical vents took place, stating that all the mechanical fans are ducted, vents cleaned, and filters changed was forwarded to the early years inspector and deemed satisfactory

Summary Comment

Correspondence forwarded to the Early Years Inspectorate was examined and deemed to meet the requirement of Regulation 29 (d)1. +2. of the Childcare Act 1991 (Early Years Services) Regulations 2016.