

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015LD004			
<b>Name of Service:</b>	St. Marys Childcare Campus CLG			
<b>Address of Service:</b>	Granard Road, Edgeworthstown, Co. Longford			
<b>Eircode:</b>	N39 AE65			
<b>Name of Registered Provider:</b>	Mary Reynolds			
<b>Service type:</b>	Full Day			
<b>Date of Inspection:</b>	19/11/2024			
<b>No of pre-school children:</b>	AM	51	PM	20
<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Tusla, Child and Family Agency, SAP Office, St. Loman's Campus, Mullingar, Co. Westmeath.			
<b>Inspection undertaken by:</b>	C.O' Connor Hughes & K. Murphy			
<b>Title:</b>	Early Years Inspectors			
<b>Authority to Inspect</b>				
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			

### Description of service

This community service provides full day care, part time and sessional places to children aged between 0- 6 years. The service currently operates between the hours of 08:00 and 18:00 on a Monday to Friday basis. The service is located in a single storey purpose-built premises consisting of four pre-school rooms, a sleep room, a reception area, office and a kitchen. Outdoor play areas are provided. Onsite parking and set down facilities are available. The service is situated in Edgeworthstown, Co. Longford.

### Staffing

Thirteen adults were working directly with children on the 19 November 2024. The designated person in charge was present for the duration of the inspection and the closing meeting. An administrator, cook and three adults participating in a community employment scheme were present in the service.

### 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.

### Acknowledgments

The inspectors wish to acknowledge the co-operation 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.*

### Compliance Information

The registered provider submitted a change in circumstance to TUSLA registration office in respect of the change in the deputy designated person in charge on the 5 May 2024. The change in circumstance was approved by the registration office.

### Part III – Management and Staff

#### Regulation 9 – Management and recruitment

*(1) A registered provider shall ensure that-*

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

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

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

*(3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.*

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

#### Compliance Information

**(1)(a)**

The designated person in charge and a named person to deputise were available as required.

**(b)**

The designated person in charge and a named person to deputise were present for the duration of the inspection.

The designated person in charge stated the board of management do not have contact with children in the service. Twenty-six staff files were reviewed including the registered provider and the following was noted:

(2)(a)(b)

The required number of written validated references were available from past employers or from a source other than a past employer in respect of the twenty-six staff files reviewed including the registered provider.

(c)

A Garda Vetting disclosure was available in respect of the staff members.

The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d)

Police vetting was available in respect of six staff members who had lived outside the state for a period of longer than six consecutive months.

(3)

The designated person in charge ensured that all staff members were vetted prior to commencing employment in the service.

(4)

Staff members working directly with children attending the service and held a major award in Early Childhood Care and Education at Levels 5 to 8 on the National Framework of Qualifications.

### Part III – Management and Staff

#### Regulation 11 - Staffing levels

*(1) Subject to this Regulation, a registered provider shall ensure that there is at all times an adequate number of adults working directly with the children attending the pre-school service.*

*(2) Subject to paragraphs (4) and (5), a registered provider of a full day care service or a part-time day care service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 1 of Schedule 6 opposite a particular reference number specified in column (1) of that Part in respect of the age range of the children specified in column (2) thereof at that reference number is satisfied.*

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

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

#### Compliance Information

(1)

The minimum ratio of adults to children was maintained during the inspection.

(2)

There were fifty-one children attending the service supervised directly by thirteen adults.

(8)(a)

The staff roster indicated that two adults are on the premises at all times.

### Part IV – Information and Records

#### Regulation 18 – Copy of Act etc.

*A registered provider shall ensure that a copy of Part VIIA (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013)) of the Act and of these Regulations is kept on the premises and the said copies shall be open to inspection on the premises by-*

- (a) a parent or guardian of a child attending or proposing to attend the service,*
- (b) an employee, unpaid worker or contractor, and*
- (c) an authorised person.*

#### Compliance Information

(1)

The service kept and maintained written records of information in relation to the service in accordance with Regulation 16 (1) (a)(b) (c) (d) (e) (f) (h) (i) (j) and (k).

### 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.*

#### Compliance Information

1(a)

Children were engaged and enjoyed play activities that included free play, story time, painting and outdoor play supported by staff.

Children were encouraged to be independent as they washed their hands before snacks and mealtimes. Children sat at the table enjoying their main meal assisted by staff as required. Children wore aprons to protect their clothes during a painting activity.

Younger children were observed to crawl and play exploring their environment. Younger children slept in a in a restful atmosphere in the sleep room and were physically checked every ten minutes by staff. Regular nappy

changes were carried out as required for children attending the baby and toddler room. Good communication was observed between the staff member and child during nappy changing.

A key person system was in operation in the service. The staff were positive towards children and were familiar with each child, their personalities and their daily routines. Staff used children's individual names, maintained eye contact and conversed with the children during play activities, nappy changing, toileting and mealtimes. Access and inclusion plans were available for children requiring additional support. Good teamwork was observed amongst staff.

The four pre-school rooms were bright and colourful with children's artwork displayed. A range of developmentally appropriate experiences to meet children's learning needs was available in the pre-school rooms. Areas of interest included a home area, village shop, a sensory board and a construction area. Age and stage appropriate toys and materials were accessible to children on low level shelving.

The service works in partnership with parents and guardians. Parents were observed to collect their children from the pre-school rooms after the ECCE session. A verbal handover was provided to parents at this time. Communication between parents and the service was shared via an electronic application depicting the child's daily routine, play activities and child development observations. Each child had their own learning journal depicting their play and work activities. This learning journal is shared with parents at the end of the pre-school term.

## Part V - Care of Child in Pre-school Service

### Regulation 20 – Facilities for rest and play

*(1) Subject to this regulation, a registered provider shall ensure that-*

*(a) having regard to the number of pre-school children attending the service, their respective ages and the amount of time they spend on the premises, there are adequate and suitable facilities for each child to play indoors and, where required by these Regulations, outdoors, during the day, and*

*(3) A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph (2) applies, shall ensure that-*

*(a) a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises.*

### Compliance Information

(1)(a)

Suitable toys and play equipment were provided for the indoor and outdoor environments in the service.

(b)

A separate sleep room equipped with six standard cots was available for children aged under two years to sleep. Rest areas were noted in the preschool rooms for children to relax.

(3)(a)

The outdoor play area was located to the rear and side of the service. The perimeter was secured by a high-level wire fence. An all-weather absorbent surface area section was noted. Toys and equipment included a wooden boat, a step, slide, crawl unit and a sheltered playhouse with benches. A large concrete surface area with an artificial grass surface area was located in a gated section which provided a large space for ball games.

### 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

A six-week menu plan was available for review. The menu plan was displayed in the entrance hall for parents to view. The service provides the meals and snacks to the children attending on a full day care basis.

At approximately 12:20 children enjoyed the main meal which consisted of a beef stew with vegetables and mashed potato. Dietary requirements were catered for. Additional helpings were available for children as required. Milk and water was offered to children.

Refrigerators were available for the storage of perishable foods. A record was available of fridge temperature maintained at the correct temperature of 5 degree Celsius or less.

### Part VI - Safety

#### Regulation 23 - Safeguarding health, safety and welfare of child

*A registered provider shall ensure that all reasonable measures are taken to safeguard the health, safety and welfare of a pre-school child attending the service and that the environment of the service is safe.*

#### Compliance Information

##### General Safety:

The entrance to the service was secure to ensure the safety of the children within the service. The service is accessed through a bell and coded system. The service met the necessary safety requirements in respect of the indoor environment, toys and equipment and the safe storage of cleaning agents. The inspectors signed the visitors book on arrival.

##### Infection Control:

The premises were visually clean. All toys and materials were easily cleanable. Cleaning schedules were available. Warm water, paper hand towel and liquid soap was available in the sanitary accommodation.

Children were observed to wash their hands before snacks and after using the toilet.

The nappy changing procedure observed was carried out as per the service nappy changing procedure.

Soothers were stored in individual containers named for each child in the baby and toddler room.

Feeding bottles containing prepared infant formula were made up by parents and stored correctly in a fridge in the baby and toddler room.

Foot operated pedal bins were available in the sanitary accommodation and in the pre-school rooms for the hygienic disposal of waste.

Natural ventilation was available through openable windows in the pre-school rooms and in the sanitary accommodation and nappy changing room.

### **Administration of Medication:**

Temperature reducing medication was available in the service if a child presented with a high temperature.

Medication was stored correctly in the service.

### **Safe Sleep:**

A record of the colour, position and breathing of sleeping children was noted in a sleep log in the baby and toddler room. The environmental temperature recorded was 18.1 degrees Celsius. An air conditioning unit is available in the sleep room if required.

### **Fire Safety:**

Fire exit routes were unobstructed in the service. A fire assembly point was noted to the rear of the service.

## Part VI - Safety

### Regulation 25 - First aid

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

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

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

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

### Compliance Information

(1)  
Six adults were qualified in First Aid response (FAR) and available on the premises during the hours of operation.

(2)(a)  
First aid boxes were available in the pre-school rooms.

(b)  
A first aid box was accessible to children in the pre-school service.

## 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 written record for the completed monthly fire drills was available on the premises. The last fire drill was recorded as taking place on the 7 November 2024.

(b)

A record was available demonstrating the number, type and maintenance of the firefighting equipment and smoke alarms on the premises. The firefighting equipment and smoke alarms was serviced in May and September 2024 respectively.

(4)

A notice of the procedures to be followed in the event of a fire was displayed in a conspicuous position in the pre-school rooms.

## Part VI - Safety

### Regulation 27 – Supervision

*A registered provider shall ensure that pre-school children attending the service are supervised at all times.*

#### Compliance Information

Children were supervised by staff in the indoor and outdoor environments during the inspection.

## Part VI - Safety

### Regulation 28 - Insurance

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

#### Compliance Information

There was evidence of current insurance cover for the number of children attending the service. The expiry date noted was 27 March 2025.

## Part VIII - Notifications and Complaints

### Regulation 31 - Notification of incidents

*A registered provider shall notify the Agency in writing within 3 working days of becoming aware of any of the following incidents occurring in the preschool service:*

*(b) the diagnosis of a pre-school child attending the service, an employee, unpaid worker, contractor or other person working in the service as suffering from an infectious disease within the meaning of the Infectious Diseases Regulations 1981 (S.I. No. 390 of 1981)*

#### Compliance Information

The designated person in charge submitted a notification of incident form in respect of (b) on the 8 September 2021.