

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015LH022
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Name of Service:	De La Salle Pre-School
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Address of Service:	St. Nicholas Montessori Boys National School, Philip St, Dundalk, Co. Louth
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Eircode:	A91 R1H3
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Name of Registered Provider:	Denise Mc Manus
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Service type:	Sessional
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Date(s) of Inspection:	19/04/2024
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No of pre-school children:	AM	17	PM	No.
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Address of the Early Years Inspectorate:	Early Years Inspectorate Child Wellbeing Centre, Castleblayney Co. Monaghan
Inspection undertaken by:	M. Flood
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	Not Applicable
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Description of service

De La Salle Pre-school has been operating as a privately owned childcare service since September 2001. The service provides sessional care and education to pre-school children aged 2 - 6 Years of age and participates in the Early Childhood Care and Education (ECCE) scheme from 09:10 - 12:10 each weekday. The service caters for the care needs of a maximum of 22 pre-school children.

This service operates from a purposively developed playroom within St. Nicholas Primary School building, located in a residential area of Dundalk town in County Louth. The premises consists of a playroom, separate sanitary accommodation, and access to an outdoor play area on the grounds of the primary school.

Staffing

The registered provider and 2 staff work directly with the pre-school children on a daily basis.

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 and safety. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9,11,15,16,21, and 28. These findings are outlined within the relevant regulation(s) within this report.

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 would like to acknowledge the cooperation of the registered provider, 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*
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.*

(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)&(b) The service had a designated person in charge and named deputy person to deputise as required. The person in charge who is also the registered provider was on the premises when the inspector arrived on the premises and was present throughout the inspection.

(2) There were 3 staff files presented for inspection and the following were reviewed:

(a) & (b) There were 2 written and validated references from a past employer or an alternative source available for each of the 3 members of staff including the registered provider.

(c) Documentary evidence of a processed Garda vetting disclosure was available for each member of staff employed in the service.

(d) Following a review of the staff files presented, evidence of international police vetting was not required at this time.

(4) Documentary evidence was available to demonstrate that each member of staff, who works directly with the pre-school children held at least the minimum required level 5 on the National Framework of Childcare 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.

(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.

Compliance Information

- (1) During the inspection there were an adequate number of adults working directly with the children attending the service.
- (3) On the day of the inspection when the inspector arrived unannounced to the service at 10:30am, the registered provider and 2 staff members were observed working directly with the 17 pre-school children present, aged between 3-5 years.

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.
- (3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-
- (c) an authorised person.

Compliance Information

- (1) A sampling process was used in relation to the children's records. All 7 sampled registration forms were appropriately completed with the required information as specified in sub-sections (a) to (i) in this regulation.
- (3)(c) The children's records were available for inspection as requested by the inspector.

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;*
- (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)
- (h) Documentary evidence was available of the daily attendance of each child in the service and included the arrival and departure times of each child.
- (i) Up to date daily/ weekly staff rosters were available in the service and were reflective of the staff present in the service.
- (j) The registered provider confirmed that no medication has been administered in the service. Template documents were available should the need arise and included the required information; details of the medication to be administered to a child, the time, the dose, the route, a second staff signature and parental signature to confirm that they were informed when a medication has been administered.
- (k) Documentary evidence was available of accidents and incidents involving a preschool child that occurred in the service. All documented incidents reviewed were complete and were also signed by the child’s parents indicating that had been informed about the incident.

Part V - Care of Child in Pre-school Service

Regulation 21 – Equipment and materials

A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.

Compliance Information

- A variety of play materials and equipment was available in the playroom and was suited to the ages and stages of development of the children present. The play equipment was stored on low level open shelving which was accessible to the children and promoted independence and choice for the children.
- The toys and equipment available promoted many areas of development and included; sensory play including water trays and playdough, a gadget board, and sensory play trolley; manipulative play equipment that promoted fine motor development such as, cubes, a variety of blocks, jigsaws, pegboards, threading materials and small world equipment. Some specific areas of interest were developed including; a home area with dolls and supporting play equipment and a construction area. A rest and reading area with a variety of books, soft seating was also available. in each room. Evidence of the children’s artwork was on display in the care room and also in the children’s ‘all about me books’ and included; caterpillars, cocoons, and butterflies that reflected part of the curriculum planned.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

Documentary evidence was available of an up-to-date insurance certificate. Adequate cover was available for up to 22 preschool children attending the service on a sessional basis. The expiry date detailed was 27/03/2025.