

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015LK018
--------------------------	-------------

<b>Name of Service:</b>	Banogue Community Creche
-------------------------	--------------------------

<b>Address of Service:</b>	Banogue, Croom, Co. Limerick
----------------------------	------------------------------

<b>Eircode:</b>	V35 PW27
-----------------	----------

<b>Name of Registered Provider:</b>	Michael Curtin
-------------------------------------	----------------

<b>Service type:</b>	Full Day, Part Time, Sessional
----------------------	--------------------------------

<b>Date of Inspection:</b>	11/04/2023
----------------------------	------------

<b>No of pre-school children:</b>	AM	23	PM	23
-----------------------------------	----	----	----	----

<b>Address of the Early Years Inspectorate:</b>	Tusla Early Years Inspectorate 2nd Floor Estuary House Henry Street Limerick
<b>Inspection undertaken by:</b>	J Ryan
<b>Title:</b>	Early Years Inspector

### Authority to Inspect

The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(J) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).

<b>Conditions if applicable</b>	Not applicable
---------------------------------	----------------

### Description of service

This community not for profit service was established in 2008. It operates a full day care service from 07:30 – 18:00 hours Monday – Friday from a purpose-built facility in a rural setting. Curriculums for each age group are play based. Children are accommodated in four different rooms according to their age group i.e., baby room, wobbler room, toddler room and montessori room. The children have access to sanitary accommodation areas, two sleep rooms and outdoor play facilities are available directly off each playroom. School aged children are accommodated in a separate building adjacent to the creche.

### Staffing

There are seventeen staff working directly with the children in the service which includes both managers. An additional staff member works in the kitchen preparing snacks and meals. All staff have childcare qualifications that range from QQI Level 5 - QQI Level 8 on the National Qualifications Framework document. Staff have engaged in on going professional development including first aid training.

### Methodology

Tusla's Early Years Inspectorate is the independent statutory regulator of early years services in Ireland. The Child Care Act 1991 (Early Years Services) Regulations 2016 define the duty of a registered provider to ensure the safety and well-being of children and to comply with these regulations. This Act also gives Tusla the authority to assess compliance with the regulations. The purpose of regulation in relation to early years services is to ensure that the care, safety, and well-being of children attending such services is upheld. Inspections of early years services are planned based on the following:

- Previous inspection history
- Any information received in relation to the service

The findings on inspection are based on:

- Information obtained through examination of documentation
- Direct observation
- Discussion with relevant staff

This inspection was unannounced and focused on the area of governance/ health, welfare and development of child/ safety/ premises and facilities. The inspections may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9,11,15,19,23,24,25 and 29.

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 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(s) wish to acknowledge the cooperation of the *registered provider, 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
- (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) There was a designated person in charge and a named person who was able to deputise as required.

(b) The designated person in charge or the deputy person in charge were available on the premises as outlined in the staff roster.

(c) There was a clear management structure in the service that identified the lines of authority and roles and responsibilities of each employee.

(2) There were eight new members of staff employed since the last inspection of the service on 14/04/2022. The person in charge had ensured that each employee working in the service was suitable and competent as the

following documents were available on file for the eight new staff employed. Records for all other staff had been reviewed on previous inspections of the service.

- (a) References from the person's past employers and in particular the most recent employer were available.
  - (b) References from sources other than past employers in the case of a person who had no past employers were available.
  - (c) Vetting disclosures received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in was available in respect of all staff.
  - (d) Police vetting was not required as no staff member had lived in another state for a period of longer than 6 consecutive months.
- (4) All staff had 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.*

#### Compliance Information

(1) At all times during the period of the inspection the person in charge ensured that an adequate number of staff were working directly with the children.

On the day of the inspection there were 10 staff working across 4 rooms with 23 children present in the morning and 23 children present in the afternoon. The minimum ratio of staff to children was maintained and an adequate number of staff were working directly with the children in each room.

- Baby Room – there was 1 (0-1 years) child and 1 staff present.
- Wobbler Room - there were 4 (1- 2 years) children and 2 staff present.
- Toddler Room - there were 10 (2-3) children and 3 staff present.
- Montessori Room - there were 8 (3-4 years) children and 2 staff present.

Additional staff were available to cover for staff breaks /office management.

### 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-*

- (a) a parent or guardian of a pre-school child but only in respect of the record relating to that child,*
- (b) an employee who is authorised in that behalf by the registered provider, and*
- (c) an authorised person.*

*(4) A registered provider shall ensure that a record in writing referred to in paragraph (1) is retained for a period of 2 years from the date on which the child to whom it relates ceases to attend the service.*

### Compliance Information

A sample of 8 records of a preschool child were reviewed on the day.

(1) (a) - (i) was contained on each record of a preschool child.

(3) Records referred to in (1) were open to inspection on the premises by

(a) A parent or guardian of a pre-school child but only in respect of the record relating to their child.

(b) An employee.

(c) An authorised person.

(4) Records in writing referred to in paragraph (1) were retained for a period of 2 years from the date on which the child to whom it relates ceased to attend the service.

## 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:**

A healthy eating policy was available in the service. Each child had their own drinking bottle for water labelled and placed on a shelf accessible to the children. Chicken nuggets, mashed potatoes, vegetables and gravy were served for dinner and children were offered second helpings. Gravy and vegetables were served separately where each child was given the choice of having them added to their plate for dinner.

Toilet training was based on the child's stage of development and their readiness to start training rather than their age.

Children under 2 years of age slept in cots when staff observed the cues that they were becoming tired. Children over 2 years of age slept on sleep beds in a room adjacent to the toddler room whilst the staff remained in the room to ensure the children's safety.

Staff were observed interacting well with the children, using soft tones of voice, using the child's name and getting down to their level and making eye contact.

The key person system was evident in the montessori room where a list demonstrated which staff member worked with a particular group of children. This supported children in forming and sustaining positive relationships with staff.

Staff were observed to be actively involved in children's play in each of the rooms of the service where they initiated play and joined in the games when invited by the children.

Children were observed to play outdoors in the afternoon and were appropriately clothed for the poor weather conditions at the time.

##### **PHYSICAL AND MATERIAL ENVIRONMENT:**

This full day care service comprised of 4 playrooms, two sleep rooms, an afterschool room, sanitary accommodation areas and separate outdoor play areas located directly off each playroom.

Adequate and varied play equipment suited to the age and stage of development of the child was available in each room and in the outdoor play area. Surplus play equipment was in storage and used on a rotational basis following cleaning.

Children were observed playing in the secure outdoor play areas which was well resourced with outdoor play equipment such as playhouses, picnic benches, ride on toys, mud kitchens, climbing frames, sand boxes and plants. A large, canopied area allowed more outdoor play in adverse weather conditions.

### 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

##### Infection Control:

A policy on infection control was available and it documented the procedure to protect both preschool children and staff from the transmissions of infections. The policy included information on hand hygiene, toilet/nappy changing, sickness exclusion, cleaning and dealing with outbreaks of infectious disease.

#### Non-Compliance Information

##### Infection Control:

1. A staff member was not familiar with the infection prevention and control policy as she stated that she 'did not wear gloves or an apron while changing nappies', which posed a risk of cross infection. The nappy changing policy was not displayed in the nappy changing area off the toddler room or the nappy change area off the montessori room.
2. Aprons used for nappy changing by staff in the changing area off the montessori room were stored in the playroom as opposed to being available in the changing area.

##### General Safety:

3. Childrens 'step ups' were observed to be used in nappy changing areas for children to climb on to the changing mat. Staff had to lift children on to the changing area which posed a safety risk to both the child and the staff.

## Action submitted by the Registered Provider

### Corrective & Preventive Action

#### **Infection Control:**

1. All staff have been trained on the nappy changing policy it is now displayed in all changing areas including toddler room and ECCE room.
2. Aprons are now stored in changing areas.

#### **General Safety:**

3. New ladder steps up have been sourced and are being utilised in the changing areas.

### Supporting documentation submitted

Not Applicable

## Summary Comment

The actions as stated by the persons in charge have addressed the non-compliances in relation to regulation 23.

### Part VI - Safety

#### Regulation 24 - Checking in and out and record of attendance

- (1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.*
- (3) A registered provider shall ensure that-*
- (a) no person other than-*
    - (i) pre-school child attending the service,*
    - (ii) a person dropping or collecting such a child,*
    - (iii) an employee, or*
    - (iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and*
  - (b) a daily record in writing is kept of the entry on the premises of any such person.*
- (4) A registered provider shall ensure that a record in writing referred to in paragraph (3)(b) is retained for a period of one year from the date to which it relates.*

#### Compliance Information

- (1) Staff ensured that each pre-school child attending the service was checked in and out of the service by staff in each room. The service recorded childrens entry and exit from the service digitally and also on roll books in each room.
- (3)(a) The person in charge had ensured that no person other than the following can enter the premises without his or her entry being approved by an employee,
- (i) Pre-school child attending the service.
  - (ii) A person dropping or collecting such a child.
  - (iii) An employee.
  - (iv) An unpaid worker.
- (3)(b) Daily records of the entries to the visitor book were maintained.
- (4) The manager ensured that a record in writing referred to in paragraph (3)(b) is retained for a period of one year from the date to which it relates.

### Part VII - Premises and Space Requirements

#### Regulation 29 - Premises

*A registered provider shall ensure that the premises of the service are-*  
*(d) cleaned, maintained and repaired, as required.*

#### Non-Compliance Information

- (d)
1. The timber frame of the nappy changing unit off the toddler room was stained and appeared dirty. Dust and dirt particles were evident under the changing mat.
  2. The floors and skirting boards were dusty and dirty in the sanitary area off the toddler room and off the montessori room.
  3. Paint was flaking off the skirting boards in the montessori room.
  4. Rust was evident on radiators in both sanitary areas.
  5. 'Step ups' for use by children were dirty.
  6. A child's potty had not been washed and disinfected after use.
  4. Windows in the toddler room were observed to be dirty.
  5. Sample cleaning checklists were not displayed in the service. Checklists reviewed did not contain the following information.
    - Signature of the person who had completed the cleaning tasks.
    - Signature of a member of management who had checked to ensure that cleaning procedures had been completed satisfactorily.
    - Frequency of cleaning.
    - Days of the week where a deep clean took place.
    - Areas / Items to be cleaned.

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

##### Corrective and Preventive Action

A new nappy Changing Unit has been ordered for the Toddler Room Changing Area.

Floors and skirting boards have been given a deep clean.

Skirting boards in Montessori will be given a fresh coat of paint.

The radiators in both sanitary areas will be sanded down and anti-rust paint applied.

Step ups have been replaced and a new cleaning schedule has been put in place to ensure the hygiene standards are maintained.

Potties are washed and disinfected after use and all staff have been trained on cleaning schedule.

A deep clean of all windows both indoors and outdoors has been organised by an external cleaning company.

Cleaning checklists have been updated and all new information has been communicated to the current cleaning company. The checklists now include the following:

- Signature of the person who completed the cleaning tasks.
- Signature of management who completed an audit of the cleaning.
- How often areas are to be cleaned.
- Deep cleaning is also recorded.
- All areas / items to be cleaned are also recorded.

### **Supporting documentation submitted**

Not Applicable

### **Summary Comment**

It is acknowledged that points 3,4 and 7 will be addressed by the end of the month of May 2023.

The actions as stated by the persons in charge have addressed the non-compliances in relation to regulation 29.