

# Early Years Inspectorate Regulatory Report

## Pre School

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| <b>TUSLA Identifier:</b> | TU2015LK032 |
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| <b>Name of Service:</b> | Butterfly Preschool Kilmeedy |
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| <b>Address of Service:</b> | Kilmeedy, Kilmeedy, Co. Limerick |
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| <b>Eircode:</b> | V42 AP96 |
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| <b>Name of Registered Provider:</b> | Majella Behan |
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| <b>Service type:</b> | Sessional |
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| <b>Date(s) of Inspection:</b> | 06/11/2023 |
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| <b>No of pre-school children:</b> | AM | 21 | PM | 0 |
|-----------------------------------|----|----|----|---|

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| <b>Address of the Early Years Inspectorate:</b> | Tusla Early Years Inspectorate, Estuary House, Henry St, Limerick |
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| <b>Inspection undertaken by:</b> | E Browne |
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| <b>Title:</b> | Early Years Inspector |
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### 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).

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| <b>Conditions if applicable</b> | Not applicable |
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### Description of service

This sessional preschool service is located in the small rural village of Kilmeedy in West Limerick. It provides a sessional service for children aged 2 – 6 years for 3 hours a day between the hours of 09.30 to 12.30 pm, Monday to Friday

This service operates from designated rooms in the Community Development centre.

The children have access to the main playroom, a rest room, kitchen area for messy play, bathroom facilities for the adults and children and a hallway.

There is a large enclosed outdoor play area to the rear of the building and children also have access to a large grassy area that has been updated with matting, footpath and some additional sheltered covering.

### Staffing

The registered provider is the designated person in charge of running the pre-school. There are 3 additional staff employed to work at the service. All staff have achieved an award in Early Childhood Care and Education

### 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.

A sampling process was used to assess compliance under regulation 15 Record of a preschool child.

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 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

(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 was present on the day of the inspection. There was a person available to deputise if needed.

(b) The staff roster indicated that the registered provider or their deputy were always available on the premises.

(2)(a) Two written references were available for each staff working at the service.

(b) The references were from previous employers and other sources where required.

(c) Garda vetting disclosures received from the National Vetting Bureau of An Garda Síochána were available for the registered provider and all staff working at the service.

(d) Police vetting was available for 1 staff member who had living in another state, for a period of longer than 6 consecutive months.

(4) The registered provider and each staff at the service held an appropriate qualification in Early Childhood Care and Education.

### 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) The registered provider ensured that at all times there was a sufficient number of adults working at the service. The service operated a morning session starting at 9 30am and finishing at 12 30 pm. On the day there was the registered provider and 2 staff members present and they were working with 21 preschool children at the sessional service.
- (3) At all times the registered provider ensured that the minimum ratio of adults to children was adhered to in the service.

### 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 sample of children's registration forms were viewed. The service had a record in writing containing the following particulars documented on the form:

(a) The name and date of birth of the child.

(b) the date on which the child first attended the service.

(c) provision to record 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 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 received by the child.

(i) Written parental consent for appropriate medical treatment of the child in the event of an emergency

### 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 at the service and children brought a healthy snack each day with them to the preschool. Drinking water was accessible to the children at all times.

All children were toilet trained and were independently using the bathroom facilities next to the preschool room. Hot and cold running water, liquid soap and paper handtowels were accessible to ensure hygienic hand washing.

Foot pedal operated, lidded bins were used for the safe disposal of used tissues and paper towels.

Tissues and wipes were always accessible to the children in the main playroom.

Separate adult sanitary accommodation was also available.

A soft couch with cushions and soft mats were available in a smaller room for children to rest and have some quiet time with their friends. Seating was also noted in the outdoor area.

Children had access to an outdoor play area at the rear of the premises. Doors to the outdoor spaces remained open at all times, allowing children choose where they wanted to play.

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

The pre-school operated from a spacious playroom and 2 smaller rooms indoors and from a well-resourced outdoor play space at the rear of the building. The indoor and the outdoor environment were welcoming and safe and provided a good range of developmentally appropriate and challenging experiences for the children. Indoors all play equipment and materials were grouped to provide specific interest areas and appealing places for children to explore. There was an art and craft space with lots of paints, brushes and paper accessible, a home corner and a lots of imaginative play equipment. Topics of interest were located at the children's eye level throughout the room. Posters with "All about me" were displayed on the walls with family photographs attached. Play materials were stored in clear plastic containers and were clearly labelled and stored on low level shelving to promote children's independence. Toys and equipment were rotated from higher shelves when needed. Low level tables and chairs were accessible for tabletop activities and for dining at mealtimes.

A library area next to a soft couch and a well-stocked bookshelf was in a smaller room for quiet play and rest. The kitchen area was used for messy play, playdough ,drawing and colouring. Children were observed using both rooms on the day.

Children spend long periods of times outdoors and the door to the outside remained opened at all times. The outdoor space located just off the playroom was covered facilitating outdoor play in all weather conditions. This space had a variety of table top activities and other play equipment which were freely available and easily accessible to the children . A staff member was observed outside at all times during the session.

The larger grassy space had a timber house with slides and ladders .Rubber matting outside ensured safety for the children when using the playhouse and slides.

The children enjoy exploring the larger field to collect twigs , leaves and other open-ended materials to use in their playrooms.

A large wooden shed was available for the storage of outdoor toys and for an additional play space in colder weather.

### 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.*

### Compliance Information

- (1) A staff member checked in and checked out every child to the service when they arrived and when they left the premises. The staff documented their arrival time and their departure time each day.
- (3)(a) The service ensured that only children attending, the person who drops and collects children and employees are allowed entry to the premises.
- (b) A daily record in writing was kept of persons who entered the preschool.

### 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 registered provider had ensured that a person trained in first aid response for children was at all times, immediately available to the children attending the pre-school service. There were 2 staff members trained in first aid response with an expiry dates for August and December 2024.
- (2) A suitably equipped first aid box for children-
- (a) was safely stored in an easily accessible and conspicuous position in the kitchen area of the premises.
  - (b) was available to the children attending the pre-school service at all times