

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015LK063			
Name of Service:	Distillery View Childcare Initiative			
Address of Service:	Quarry Road, Thomondgate, Limerick.			
Eircode:	V94 HK83			
Name of Registered Provider:	Lisa O Rourke			
Service type:	Full Day			
Date of Inspection:	03/10/2023			
No of pre-school children:	AM	10	PM	9
Address of the Early Years Inspectorate:	Tusla Early Years Inspectorate 2 nd floor Estuary House Henry Street Limerick			
Inspection undertaken by:	J Ryan			
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

Description of service

This early years service first opened in 1997. It provides full day education and care to preschool children aged 2 - 6 years of age. The service operates from 08.30hrs to 17.00hrs and the setting caters for a maximum of 25 preschool children. It operates from a purpose-built building in an urban residential area.

Staffing

There are three staff working in the service and all staff have childcare qualifications.

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.

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 wishes to acknowledge the cooperation of the 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*

(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 and the deputy person in charge were available on the premises on the day of inspection.
- (2) The registered provider had ensured that each employee working in the service was suitable and competent as the following documents were available on file for all three staff members and were reviewed on the day of the inspection.
- (a) References from the person's past employers and in particular the most recent employer.
- (b) References from sources other than past employers in the case of a person who had no past employers.
- (c) Vetting disclosures received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of each person.
- (d) Police vetting from other authorities was not required as no staff member had lived in another jurisdiction for a period of longer than 6 consecutive months.
- (4) All three staff had childcare qualifications ranging from level 5 to level 6 on the National Qualifications Framework.

Part III – Management and Staff

Regulation 10 - Policies, procedures etc. of pre-school service

A registered provider of a pre-school service shall ensure that the written policies, procedures and statements specified in Schedule 5 are in place for the service.

Compliance Information

The following policies were reviewed and were deemed to meet the requirements of the regulations.

- Policy on administration of medication.
- Policy on infection control.
- Policy on behaviour management.
- Policy on accidents and incidents.
- Policy on outings.
- Policy on outdoor play.

Part III – Management and Staff

Regulation 11 - Staffing levels

(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

(2) 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 3 staff working with and supervising 10 children in the morning and there were 2 staff supervising 9 children 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 sample of 9 records for preschool children were examined and they contained the following details.
- (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.
 - (g) The name and telephone number of the child's registered medical practitioner.
 - (i) Written parental consent for appropriate medical treatment of the child in the event of an emergency.

Non-Compliance Information

- (1) A sample of 9 records for preschool children were examined and 2 records did not contain the following details.
- (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.
- A sample of 9 records for preschool children were examined and 3 records did not contain the following details.
- (h) Record of immunisations, if any, received by the child.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The missing information on the registration forms have been completed by the parents. Incomplete registration forms will no longer be accepted during the registration stage. All staff were notified of this change in practice to ensure full adherence going forward.

Supporting documentation submitted

Not Applicable.

Summary Comment

The actions as stated by the registered provider meet the regulatory requirements of regulation 15.

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:

(i) details of staff rosters on a daily basis;

Non-Compliance Information

(1)(i) A staff roster was not available on a daily basis which would demonstrate start times, finish times and break times for all staff.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

A hard copy of the weekly staff rota is available in the entrance lobby, which is an addition to the digital system already in use at the service. This roster includes the required daily details such as start times, finish times and break times.

Supporting documentation submitted

Not Applicable.

Summary Comment

The actions as stated by the registered provider meet the regulatory requirements of regulation 16.

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. Snacks such as sandwiches, fruit and yogurts were supplied by parents for the children.

All children were toilet trained and this was based on the child's stage of development and their readiness to start training rather than their age. Children could rest and relax on a couch in the playroom if they needed some quiet time away from the main group.

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 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 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 weather conditions at the time.

PHYSICAL AND MATERIAL ENVIRONMENT:

This full day care service comprised of 2 playrooms, a sensory room, sanitary accommodation areas and a large outdoor play area.

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. Sand play and water play activities were evident in the playroom where children played in small groups and enjoyed this tactile play.

Children were observed playing in the secure outdoor play area which was well resourced with outdoor play equipment such as playhouses, ride on toys, mud kitchens, climbing frames, sand boxes and plants.

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.

Non-Compliance Information

Infection Control:

There was no hot water available at the wash hand basins in the sanitary accommodation for hygienic hand washing. This posed a risk of cross infection between children and children and children and adults.

Action submitted by the Registered Provider

Corrective & Preventive Action

Infection Control:

To ensure the hot water is turned on first thing in the morning it has been added to the services daily fire, health and safety checklist.

Summary Comment

The actions as stated by the registered provider meet the regulatory requirements of 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. The service recorded childrens entry and exit from the service digitally and also on roll book.
- (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 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) Documentary evidence was available to demonstrate that staff held current certification in first aid for children.
- (2)(a) A well-stocked first aid box was stored in the kitchen.
- (b)The first aid box was available at all times if required for a child.

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

- (b) The firefighting equipment was serviced on an annual basis and most recently in January 2023. Smoke alarms were serviced in August 2023.
- (4) The fire drill procedure was displayed in a conspicuous position in the premises.

Non-Compliance Information

- (1)(a) A monthly record was not available of fire drill practice with the last recorded date of practice being April 2023.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

A fire drill was carried out on the 10/10/2023. Monitoring timely fire drills has been added to the monthly fire, health and safety checklist.

Supporting documentation submitted

Health and safety checklist was submitted.

Summary Comment

The actions as stated by the registered provider meet the regulatory requirements of regulation 26.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

Adequate insurance was available for the preschool service and had an expiry date of 29/02/2024.