

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015LK091				
Name of Service:	Kiddies Klub				
Address of Service:	Monaleen Road, Castletroy, Co. Limerick				
Eircode:	V94 XHR0				
Name of Registered Provider:	Sinead Kerley				
Service type:	Sessional				
Date of Inspection:	25/04/2023				
No of pre-school children:	<table border="1"> <tr> <td>AM</td> <td>20</td> <td>PM</td> <td>Not Applicable</td> </tr> </table>	AM	20	PM	Not Applicable
AM	20	PM	Not Applicable		
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
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Description of service

This private sessional service was established in the year 2000. It operates a morning session from 09:00hrs – 12:00hrs from Monday – Friday for 38 weeks of the year.

The service offers a play-based curriculum. It is purpose built and operating in an urban setting where the children have access to two pre-school rooms, a sanitary accommodation area and facilities for outside play.

Staffing

The registered provider and two other adults work in the service each day. The registered provider holds a major award in Early Childhood Care and Education at level 8 on the National Qualifications Framework. The remaining two adults working with the children hold major awards in Early Childhood Care and Education at level 6.

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 9,11,15,19,24,25,26 and 28.

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
- (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 was available on the premises.
- (c) There was a clear management structure where all three staff were aware of their roles and responsibilities.
- (2) There was one new member of staff employed since the last inspection of the service on 04/11/2020.

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 the new staff member employed since the last inspection of the service. Documentation for the remaining two staff had been checked on previous inspections and was deemed to be satisfactory.

- (a) References from the person's past employers and in particular the most recent employer were available.
 - (b) References from reputable sources in the case of a person who had no past employers were available where required.
 - (c) Vetting disclosures were available from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the new staff member.
 - (d) Police vetting was available for the staff member who had lived in another state for a period of longer than 6 months.
- (4) All three 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. The minimum ratio of staff to children was maintained as there were 3 staff working with 20 pre-school children on the day.

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 9 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

(1)(a)

BASIC NEEDS:

Staff were observed to be caring in their interactions with the children as they listened to them and spoke to them using soft tones of voice and used positive language.

A healthy eating policy was available in the service and children were observed to eat healthy snacks on the day.

Most of the children toileted independently and hygienic nappy changing facilities were available if required.

Nappy changing took place in line with the nappy changing policy of the service.

Rest areas were evident in both rooms of the service where children were observed to use and avail of time alone.

Staff were observed interacting well with the children using the child's name and getting down to their level and making eye contact. This supported children in forming and sustaining positive relationships with staff.

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

PHYSICAL AND MATERIAL ENVIRONMENT:

This sessional service was operated from two rooms and had a sanitary accommodation area and an outdoor play area.

Adequate and varied play equipment suited to the age and stage of development of the child was available in the service and in the outdoor play area.

The preschool rooms were spacious and bright with shelving available to display play equipment. Defined interest areas included a reading area, construction area, home corner, puzzles, manipulative play area, tabletop area, and small world area.

Children were observed playing in the secure outdoor play area. The outdoor play area consisted of a concrete surface surrounded by high walls and gated. The outside play area had been roofed therefore children were able to spend more time playing outside in adverse weather conditions. A supply of wet gear and wellingtons were also available for the children. Messy play with sand, water and clay was evident outdoors.

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 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.

(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) was retained for a period of one year from the date to which it related.

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 staff member held current certification in first aid response for children.

(2)(a) There were suitably equipped first aid boxes safely stored and easily accessible in the service.

(b) The first aid boxes were 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 firefighting 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) The fire drills were practiced monthly. The last recorded fire drill took place on 13/03/2023.
- (b)The firefighting equipment was serviced in September 2022 and a record was maintained of the number, type, and maintenance of the firefighting equipment and smoke alarms.
- (4)A notice of the procedures to be followed in the event of a fire was displayed in the service.

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 service and had an expiry date of 27/03/2024.