

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015LK178				
<b>Name of Service:</b>	Thumbelinas Creche				
<b>Address of Service:</b>	Glencarragh, South Circular Road, Limerick.				
<b>Eircode:</b>	V94K519				
<b>Name of Registered Provider:</b>	Margaret Lane				
<b>Service type:</b>	Full Day, Part Time, Sessional.				
<b>Date of Inspection:</b>	27/04/2023				
<b>No of pre-school children:</b>	<table border="1"> <tr> <td>AM</td> <td>34</td> <td>PM</td> <td>27</td> </tr> </table>	AM	34	PM	27
AM	34	PM	27		
<b>Address of the Early Years Inspectorate:</b>	Tusla Early Years Inspectorate 2 <sup>nd</sup> floor Estuary House Henry Street Limerick				
<b>Inspection undertaken by:</b>	J Ryan M Riordan				
<b>Title:</b>	Early Years Inspectors				

### 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
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## Description of service

This early year's crèche & montessori school has operated since 1995. It provides sessional, part-time, and full day education and care to preschool children aged 1 to 6 years of age.

School aged services are also provided to school aged children. The service operates from 08.00am to

17.30pm. There are 4 rooms currently in operation in the service, these include the senior montessori room, junior montessori room, preschool room and toddler room. Facilities for outside play are available at the entrance to the facility.

## Staffing

There are 14 adults on the staff roster. There were 12 present on the day of inspection and of these 11 were working directly with the children which included the registered provider. 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/ 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 inspectors wish 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.

(7) A registered provider shall ensure that all employees, unpaid workers and contractors are appropriately supervised and provided with appropriate information, and where necessary training, including in relation to the following:

- (a) the policies, procedures and statements of the service specified in Schedule 5.

#### 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) There were fourteen staff employed in the service with twelve staff working directly with the children in the service on the day.

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 staff employed. There were four new members of staff

employed in the service since the last inspection on 15/12/2022. The staff files for the four new staff were checked as all other staff files had been checked on previous inspections.

(a) References from the person's past employers and the most recent employer were available for all staff.

(b) References from reputable sources in the case of a person who had no past employers were available where required.

(c) Vetting disclosures received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 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 ranging from level 5 to level 8 on the National Qualifications Framework.

(7) A staff supervision policy was documented and available for the service to demonstrate that all staff were appropriately supervised and provided with information and where necessary training as required. Staff meetings took place and documented records of these meeting were available.

### 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. There were 12 staff working directly with 34 preschool children in the morning.

- Senior montessori room - there were 12 preschool children (3-4.5years) and 3 staff present.
- Junior montessori room - there were 11 preschool children (3-4 years) and 2 staff present.
- Preschool room - there were 6 preschool children (2-3 years) and 2 staff present.
- Toddler room - there were 5 preschool children (1-2years) and 2 staff present.

Additional staff were available to cover for staff breaks, office management and food preparation.

### 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

(1) A sample of 10 records of a preschool child were reviewed on the day. (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. Sausages, mashed potatoes, vegetables and gravy were served for dinner and children were offered second helpings.

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 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 played outdoors in the afternoon, were observed to enjoy games with staff and there was a plentiful supply of play equipment available to them.

### PHYSICAL AND MATERIAL ENVIRONMENT:

This full day care service comprised of 4 playrooms, a sleep room, an afterschool room, sanitary accommodation areas and two separate outdoor play areas located at the entrance to the service.

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 plant boxes.

### 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 the person in charge.

(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 person in charge 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 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

- (1)(a) The fire drills were practiced on a monthly basis. The last recorded fire drill took place in April 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. The fire and smoke alarm system was serviced in August 2022.
- (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.