

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015LM004
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Name of Service:	Drumshanbo Community Childcare Facilities CLG t/a Bo Peep Kidz
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Address of Service:	Church Street, Drumshanbo, Co. Leitrim
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Eircode:	N41 H3C5
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Name of Registered Provider:	Desmond Doyle
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Service type:	Full Day, Part Time, Sessional
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Date(s) of Inspection:	28/11/2023
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No of pre-school children:	AM	67	PM	55
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Address of the Early Years Inspectorate:	Early Years Inspectorate, TUSLA Child & Family Agency, Markievicz House, Barrack St, Sligo, F91 XC84.
Inspection undertaken by:	L Costello and N. McEndoo.
Title:	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).

Conditions if applicable	Not applicable
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Description of service

Drumshanbo Community Childcare Facilities CLG t/a Bo Peep Kidz is a purpose-built childcare facility which was first notified in 2002. It provides sessional, part-time, and full day care and education to preschool children from 0-6yrs. The service is registered to cater for up to 90 children and operates from 08:00 -18:00hrs. The service is situated in centre of Drumshanbo town in County Leitrim. The service occupies a two-story purpose-built facility located within a three-story building. There are five playrooms in the service of which four are located on the second floor of the building and a fifth that is located on the third floor. Entrance is from street level on the second floor. Each playroom caters for a different age range of children. There are two sleep rooms in operation in the service. There is a kitchen and ancillary facilities. Staff facilities include office space, staff room and adequate sanitary facilities. There is one outdoor area located at the front of the service and the second larger outdoor area is currently being renovated.

Staffing

On the day of inspection there were eighteen staff members employed in the service. This included fifteen adults working directly with the children, one cook and two adults working in a management capacity.

Methodology

Tusla's Early Years Inspectorate is the independent statutory regulator of early years services in Ireland. The Childcare 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 Management and recruitment, 11 Staffing levels, 15 records of preschool children, 19 Health welfare and development of the child, 25 First aid and 28 Insurance. These findings are outlined within the relevant regulations within this report.

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 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) (b).

There was a designated person in charge and a named persons to deputise as required.

(2) (a) (b).

The records of nine adults employed in the service since last inspection were reviewed.

Two written and verified past employer references or references from a reputable source in the absence of a past employer, were available in respect of the nine adults.

(c)

A garda vetting disclosure was available for all nine adults.

(4)

Nine adults had attained major awards in Early childhood care and education at level 5 or above on the national framework of qualifications, or qualifications deemed by the Department of Children, Equality, Disability, Integration and Youth (DCEDIY) to meet the regulatory requirement.

Non-Compliance Information

(d) International police vetting for one adult who had lived out of the state for a period of six consecutive months was not available on the day for inspection. It is acknowledged that a receipt of this application was available on the day.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The staff member who lived out of the state for six consecutive months has applied for the international police vetting and will forward once received to the inspectorate.

Any potential employee or director who has lived out of the state for a period of six consecutive months will have to have international police vetting from the relevant country before commencing with the company

Supporting documentation submitted

Documentary evidence submitted.

Summary Comment

The inspectorate has reviewed the evidence submitted and the corrective and preventative actions submitted by the registered provider in relation to the non-compliance found on the day of the inspection. The non-compliance has been addressed and this regulation 9 is now compliant.

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.*
- (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.*
- (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) There were an adequate number of adults working directly with children attending the preschool service. There were fourteen adults working directly with 67 children in the morning of the unannounced inspection and ten adults working directly with 55 children in the afternoon. There was an additional two staff members available throughout the day.
- (2) The minimum ratio of adults to children ratio were provided on the day of the inspection in accordance with the required ratio considering the ages of the children and the length of time each child spent 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.*

(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-i)

20 records of the children attending the service were reviewed. The required information including the authorisation to collect the child, details of illness or special needs of the child, emergency contact and record of immunisations were fully completed for each child.

(3) (c)

The records in writing were available for inspection by the early year's inspector.

(4)

The person in charge confirmed that the records are retained for the required period as set out in the regulations

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

(1) A registered provider shall, in providing a pre-school service, ensure that-

(b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.

Compliance Information

On the day of the inspection five care rooms were in operation in the service. All care rooms were laid out with various materials and resources to create interesting areas of play for the children according to their age and stage of development. Adult sized chairs were available to staff to ensure comfort when cradling and caring for children throughout the day. In the toddler room, children had access to a variety of resources including dolls, farm animals, cars, building blocks, tabletop activities, sensory play tables and arts and crafts. All resources were stored at low level to ensure the children could lead their own play. The walls were decorated with the young children's artwork that they had completed over the previous weeks, handprint Christmas trees and robins added colour to the walls, with educational posters of numbers and letters adding to the curriculum. The Little Scholar's room and sessional rooms were laid out with the age and stage of development of the children in mind. Sensory tables of water and sand gave opportunities for exploration. Home corners, dress up, farm and construction areas provided opportunity for role play. In the Little Scholar's room children were observed using puppets to create a drama show. In the sessional service, children were preparing for their Christmas show with the adults. One adult played the guitar which created an experience of live music for the children, while they sang along with the support and encouragement of other adults.

The children in the Busy Bees and Sunshine room were observed to engage in sensory experiences through arts and crafts along with messy play of water and sand. Fine and gross motor development was supported through vertical painting and finger painting, as well as Christmas gluing crafts. Children were encouraged to help and support their peers when dressing themselves in aprons, the children took turns in helping each other to secure aprons for each other, prior to engaging in a messy activity. Choice boards were available to children to support the child's sense of autonomy, resulting in meaningful engagement in activities. Children were chosen on rotation to be the class helpers and given daily tasks to do such as, handing out plates and cups at lunchtime and bringing the food trolley back to the kitchen with the staff member. Children who disengaged with the main activity in the care rooms, for example singing songs, were free to opt out of the activity and chose something else to do, independent of the group.

Children were afforded the opportunity to play outside. On the day of inspection, it was cold, and children were dressed appropriately. Children had access to a play area to the front of the premises, which was partially covered to protect them from the elements. The area was well equipped with items to support opportunity for sensory play and gross motor development, such as balance bikes, loose parts, a corrugated tunnel, coloured chalks, and mud kitchen completed with real kitchen equipment.

The person in charge had informed the inspectors that 'better start' had been working with the service and this was evident throughout all rooms. The staff members had evidence of curriculum planning on the walls of the care rooms and learning journals in all care rooms demonstrated observations of children's learnings while in the service.

All food provided in the service is prepared on site. A six-week menu plan was available for viewing in the reception area of the service. Breakfast is served in on arrival for those children who require it. Morning snack consisted of fruit platters and crackers, where children could choose how much or what type of fruit they liked. Dinner was served in the dining room or the care rooms depending on what suited the children. On the day dinner consisted of potato, carrots, and beef mince with gravy. Extra portions were provided throughout. Where a child did not like what was on offer a phone call was made to the kitchen and an alternative was offered. Drinking water at water stations were available to the children throughout the day.

Children who were toilet trained were encouraged to use the bathroom independently and were supervised from a distance. Those children who were in nappies were attended to as required and the nappy changing policy in the service was followed. Individual sleep needs were met and in the toddler room children went down to sleep at various intervals in the afternoon. All care rooms had appropriate rest facilities where children could sit and read a book or opt out of an activity if they choose.

Throughout all care rooms, staff members were observed to being respectful, gentle, and kind in their interactions with the children in their care. Verbal and non-verbal interactions were carried out by staff, with a low tone of voice and down at the child's level. The younger children were observed being cuddled and staff caring for them interacted in a playful gentle manner. Children were encouraged to be kind to each other and were given time to chat with their peers and staff. Staff were observed to praise and encourage the children when completing artwork, puzzles, and various tasks. It was evident in all care rooms that the service took measures to promote and support the children's relationships including displaying photographs of the children's families on the wall in the younger rooms and creating a family album book in the older rooms. The service used an application where information can be shared with families about activities completed in the preschool. For the younger children the application is used to share information with families about their eating drinking, sleeping and nappy changes throughout the day.

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) On the day of inspection thirteen staff members on duty were trained in first aider response (FAR) training and were available to children attending the preschool service.

(2) (a) (b).

Fully stocked first aid boxes are available in close proximity to the care rooms and are available to children at all times.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

There was evidence of a current insurance cover valid until 27th of March 2024. The insurance provided cover for 96 Children.