

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015LM019
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<b>Name of Service:</b>	Gortletteragh Community Playgroup Ltd
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<b>Address of Service:</b>	Old School House, Gortletteragh, Mohill, Co. Leitrim
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<b>Eircode:</b>	N41 NY29
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<b>Name of Registered Provider:</b>	Catriona Bohan
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<b>Service type:</b>	Sessional
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<b>Date of Inspection:</b>	07/02/2024
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<b>No of pre-school children:</b>	AM	5	PM	N/A
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, TUSLA Child & Family Agency, Markievicz House, Barrack St, Sligo, F91 XC84
<b>Inspection undertaken by:</b>	L Costello
<b>Title:</b>	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).

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

This Early Year's Service provides a sessional service to children aged 3 to 5 years of age. This community service operates a morning session from 09:30-12:30pm Monday to Friday. The service is located in the old school building on the grounds of the local primary school. There is one large playroom and an outdoor play area located to the rear of the premises. The service is situated in rural area of Gorletteragh, Mohill, Co. Leitrim.

### Staffing

The designated person in charge and the deputy person in charge were working in the service on the day. The registered provider does not work with the children.

### 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 inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9,11,19,23,25,26 and 28. These findings are outlined within the relevant regulations within this report.

A sampling process was used to assess compliance under regulation (number and name of regulation) ...As a result, the scope of the inspection included rooms name rooms...

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 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) There was a designated person in charge and a named person to deputise as required.
  - (b). During the hours of operation there is a person in charge available to the preschool children.
  - (c). There is a clear management structure in the service, with staff members aware of the lines of authority and accountability.
- (2) The records of three adults working in the service were reviewed.
  - (a) Five written and verified past employer references were available in respect of the three adults.
  - (b) One reference from a source other than a past employer was available for one adult.
  - (c) Garda vetting disclosures had been obtained for all four staff members. The service also demonstrated compliance with the early years Inspectorate regulatory notice requiring services to renew garda vetting every three years.
  - (d) International police vetting was available for the two adults employed in the service that had lived outside the state for a period of longer than six consecutive months.
- (4) Three adults in the service had attained major awards in Early childhood care and education at level 6 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.

### 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) There were an adequate number of adults working directly with children attending the preschool service. There were two adults working directly with five children in the morning of the unannounced inspection.
- (3) 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 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

(1). (a).(b).

The care room in operation is a large open room decorated with age-appropriate educational posters and the children's artwork. Pictures of the children's families demonstrate the importance of relationships for the preschool child. A community wall in one corner of the room informs the children of the local amenities including the community centre, church, and the local school that the children will be attending. The room is well laid out with various interest areas to stimulate the child's imagination. In the home corner, opportunities for role play are created with a kitchen and resources, a hairdresser and dress up area. On the day of inspection children were observed to be happily playing hairdressers with real life accessories and using a staff member as a model. The construction area is equipped with building blocks, cars and tracks providing opportunity for development of fine motor skills as well as role play. Sensory tables with water and sand are also provided. Low level shelving stored various puzzles and tabletop activities. A library area provided opportunities for language development, while the rest area allowed for children to take a break from activities if required. An outdoor area at the rear of the property gives the preschool children access to swings, slides, bikes, scooters, balance beams, climbing frames and various resources aimed at gross motor skill development.

On the day of inspection, children moved freely from one area to another directing their own play. Children were informed of transitions and given notice of these transitions using an alarm that signified five minutes to a change in activity. The service operated a movement time prior to snack, which facilitated all children to stretch out and regulate prior to snack time. This time was also used as a learning opportunity, where children participated in singing a song, learning about the parts of the body. The adults used this time to incorporate skills to develop gross motor skills including balance, jumping and hopping.

Circle time was inclusive with all children involved in the conversation of the new story for the day. This time was also used to discuss the plan for the remainder of the week and plans for pancake Tuesday and Valentine's Day that would be taking place the following week.

All interactions observed on the day between adults and the children were positive. The adults were observed to be kind in all interactions. The adults used opportunities throughout the day to educate the children and strategies such as the 'kindness bucket' and modelling behaviour was evident in the children's interactions with each other, which was observed to be kind, helpful and considerate. For example, children giving each other a hug, helping with picking up items dropped on the floor.

All children and staff sat together for snack time; the adults used this time as an opportunity to talk about healthy food. Snacks are provided from home and snacks on the day included sandwiches, fruit and crackers. On the day the adults talked about fruit and the importance of fruit in the diet.

Evidence of the Aistear curriculum was observed throughout the day. On a review of individual learning journals, the service had taken measures to observe and record the individual learning of each child. The children appeared eager to learn and took pride in naming of the countries in the world where their relatives lived including Australia, Africa and England. The adults praised and encouraged the children throughout making the learning experience enjoyable and fun for the preschool child.

All children and adults went on a walk, picking up litter in the near vicinity. The adults had a completed a risk assessment prior to going on the walk and used a traffic light system to teach the children the importance of road safety while out walking. Children listened for cars and stood to the side of the road if a car was approaching, all children wore highvis vests ensuring their visibility to oncoming traffic. The children used litter pickers to pick up the litter dumped on the side of the road, they took turns in sharing the use of the pickers and supported each other by directing where the litter was and how to collect it.

### 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.*

#### Compliance Information

##### General Safety:

- The main entrance into the service was found to be secured upon the inspectors unannounced arrival to the service, which prevented persons entering unauthorised and children from leaving the building unsupervised.
- All cleaning products in the service were stored on high level shelving out of the reach of children.
- Materials and resources were maintained in a good state of repair, with a cleaning schedule in place.
- Leads and flexes were secure and inaccessible to the preschool children.
- The outdoor perimeter was secure with wooden fencing throughout.

### Infection Control:

- There were adequate handwashing facilities provided throughout the service with warm water, liquid soap and paper towels.
- Tables were observed to be cleaned prior and post snack time.
- The materials and resources throughout the service were visually clean, with cleaning schedules displayed.
- Children were observed to wash their hands regularly including before snacks and after using the toilet.

### Administration of Medication:

- The person in charge informed the inspector that no medication is administered in the sessional service. If a child is sick, they remain out of the service or if they become unwell in the service a parent/guardian is called to collect the child.

### Fire Safety:

- Fire evacuation procedures were displayed throughout the service.
- Fire emergency doors were free from obstruction throughout the service.

## 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) Two adults trained in first aid responder were available to the preschool children at all times throughout the sessional service.

### Non-Compliance Information

- (2) (a) (b).

Some of the first aid stock available to the preschool children had an expiry date of the 28/11/2023 and the 12/2023, therefore posing a risk of inefficiency.

### Corrective & Preventive Action submitted by the Registered Provider

#### Corrective and Preventive Action

The stock that was out of date has been removed and replaced and the first aid officer has been reminded to check all dates, a new form for the First Aid Officer to check and sign off on all dates within the first aid box, so it is clear to see when an item need replacing.

#### Supporting documentation submitted

Photographic evidence submitted.

### Summary Comment

The corrective and preventive actions submitted by the person acting on behalf of the registered provider have been reviewed by the inspectorate. The non-compliance found on inspection has been rectified and this regulation is now compliant.

## 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.
- (2) The record referred to in paragraph (1) shall be open to inspection by-
- (a) a parent or guardian of a pre-school child attending or proposing to attend the pre-school service,
  - (b) an employee, and
  - (c) an authorised person.
- (3) A registered provider shall ensure that a record referred to in paragraph (2) is retained for a period of 5 years after its creation

*(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 person acting on behalf of the registered provider ensured that a record of fire drills was maintained in the service, with the most recent fire drill of the 13.12.23.
- (b). A list of firefighting equipment and smoke detection system with a service date of the 31.10.23 was made available.
- (2) (c). The information required was made available to the authorised person for inspection on the day.
- (3) The person in charge is aware of the requirement to retain records in relation to fire for a period of five years.
- (4) Fire evacuation procedures were clearly documented throughout the service. Emergency exits were clearly signposted, and the fire assembly point was situated in the outdoor area at the back of the service.

## Part VI - Safety

### Regulation 28 - Insurance

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

### Compliance Information

The service had adequate insurance for 20 preschool children in a sessional service till the 27//03/2024.