

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015LM020				
Name of Service:	Carrigallen Childcare Facility CLG				
Address of Service:	Chapel Road, Carrigallen, Co. Leitrim				
Eircode:	H12 YW01				
Name of Registered Provider:	Dominic Taafe				
Service type:	Full Day, Part Time, Sessional				
Date(s) of Inspection:	19/10/2023				
No of pre-school children:	<table border="1"> <tr> <td>AM</td> <td>37</td> <td>PM</td> <td>25</td> </tr> </table>	AM	37	PM	25
AM	37	PM	25		
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				
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

Carrigallen Childcare Facility Ltd is a community run early years service. It is located on the outskirts of Carrigallen town. The service is registered to cater for a maximum of 53 children aged 2 to 6 years. The service opens 51 weeks per year.

The service operates from a converted national school building. The ground floor consists of one baby room, a creche room, one preschool room, two nappy changing areas, sanitary accommodation, three sleep rooms, an office and a kitchen. A preschool room is on the first floor of the premises along with sanitary accommodation.

Two outdoor areas are situated to the back and one to the front of the premises. On the day of inspection there was four care rooms in operation.

Staffing

Eleven staff are employed in the service and ten of these staff members work directly with the preschool children. The person in charge is supernumerary and covers breaks as required. All adults working directly with the preschool children hold a major award in Early Childhood Care and Education.

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 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, Regulation 11 Staffing Levels, Regulation 15- Record of pre-school child, Regulation 19- Health, Welfare and Development of Child, Regulation 23- Safeguarding Health, safety and welfare of the child, Regulation 224 Checking in and out and record of attendance, and Regulation 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 inspector wishes to acknowledge the cooperation of the *registered provider, 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.*
- (3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.*
- (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 person to deputise as required.

(2) (a) (b).

The records of all 11 adults employed in the service 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 all 11 adults employed in the service.

(c)

A garda vetting disclosure was available for all 11 adults in the service.

(d)

International police vetting was available for the three adults employed in the service that had lived outside the state for a period of longer than six consecutive months.

(3)

The procedures specified in paragraph (2) had been completed prior to any adult being appointed, assigned or allowed access or contact with a child attending the preschool service.

(4)

Ten 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.

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.

Compliance Information

(1) There were an adequate number of adults working directly with children attending the preschool service. There were eight adults working directly with 37 children in the morning and six adults working directly with 25 children in the afternoon. The manager was available to cover breaks 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 ration 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.

(5) A registered provider shall ensure that a record in writing referred to in paragraph (2) is retained for a period of 2 years from the date on which the child attends the service.

Compliance Information

(1) (a-i)

21 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 years inspector.

(4)

The person in charge confirmed that the records are retained for the required period of time 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

Basic Needs:

The service promoted healthy eating and food and snacks were provided at regular intervals throughout the day. Breakfast was served for those children arriving before 9am if required. Snacks for the preschool rooms, Rainbows and Unicorns room were provided from home and were served at approximately 10:30, while the creche and baby room food was provided from the service. Lunches provided from the service on the day at 12:30 included sausages, beans and potato wedges, followed by fruit or yoghurt. Afternoon snack on the day was a cheese wrap served at approximately 15.00. There was a menu plan in place and a variety of foods were planned to be served. The young children had the opportunity to feed themselves appropriate to the age stage and development of the child. Mealtimes were not rushed and allowed for children to finish their meals. In the Unicorns room, it was observed that two boys who took time to eat their snack, were provided with ample time from 10.40 to 11:10, while other children had finished and tidied up and moved on to play with an activity, the two children were given time to finish their lunch without any pressure to be as quick as the other children. Childrens drinks of water were available on the table within their reach throughout the day.

Nappy changing was observed to be carried out regularly and when required and was handled in a positive and sensitive manner, staff members were observed to be speaking to the children, singing songs and using this time as an opportunity for one-to-one attention. Staff members observed in nappy changing were attentive to children's needs, ensuring hands were washed.

The individual sleep needs of the younger children were met, this was observed on the day by children sleeping at various intervals throughout the day from 10:00am till 15:00pm. Three sleep rooms were in use in the service and cots were assigned to children. All children had their own individual bed linen which was changed after use. Sleep was monitored by CCTV as well as physical checks from staff a minimum of every ten minutes. The older children who did not require sleep, appropriate rest facilities were available should they choose to opt out of activities or have a rest throughout the day.

Supporting Relationships:

Staff members were observed to be respectful, gentle, and kind in their interactions towards the children in their care. During mealtimes the staff members sat at the table and engaged in social conversation with children promoting a relaxed atmosphere. The staff members sat at the children's level when feeding the younger children or when assisting the children to feed themselves. The staff members demonstrated an interest in ensuring the children had a positive experience, this was evidenced in the Rainbows room, where the staff had developed a reflective journal, which was completed weekly. This journal looked at what was working well and what could be improved. On review of this journal one example of improvement was that staff had noticed that the routine of washing hands before mealtimes had become challenging and staff worked together to see if it could be managed better. An introduction of colour coded tables has resulted in this experience being more positive for the children. The staff continue this journal weekly.

In the creche room staff supported children to engage positively with one another and the children were encouraged to engage in play activities that required turn taking and sharing. Staff members were heard encouraging children to be mindful of those around them and to take turns in sharing, this promoted an ethos of friendship and working together.

The service took measures to support the children's relationships including keeping parents and guardians fully informed of the daily activities. Records were kept for sharing information in relation to the younger children's eating, sleeping and nappy changing. While weekly newsletters were electronically sent to parents of the older children demonstrating the activities and learnings observed for the week.

The service was engaged with the local community with evidence of the support for the local GAA club displayed on the wall. Children had taken time to make flags and pictures to support the team in the local county final. The

service also engaged with the local library, who visited monthly with a variety of new books depending on the themes of the curriculum. This month's theme was autumn and Halloween.

Physical and Material Environment:

The care rooms were laid out to facilitate sensory experiences through arts and crafts, fine motor development was supported using jigsaws, pins and threading puzzles. Gross motor development was supported with ride on toys and climbing equipment in the outdoor area. Opportunities for role play in the home corner and dress up area were provided as well as construction area and farm animal areas. The younger rooms of the creche and baby room were resourced with equipment suitable to the age and stage of development of the young children in these rooms. Soft matting and wall display, with colourful material hanging from the ceiling to attract the eyes of younger babies to focus on during floor play.

The outdoor play area provided an alternative change of environment for the children. The outdoor area provided three different outdoor areas with various resources including tunnels, slides, ride on toys and bikes and trikes, mud kitchens and playhouses. There was a large wooden climbing frame and slide in one area.

Programme of Activities:

The curriculum was observed to be child led in accordance with the emerging interest of the children, for example in the rainbows room, children were asked what they would like to know about Halloween. A variety of responses were received, and the staff members were working their way through this list. One learning identified was 'eyeballs' and a learning plan was developed through this. This included artwork regarding the structure of the eye, the functions of the eye lashes and eyebrow. An optician is due to visit the service next week to provide basic information on the structure of the eyeball.

Ongoing observations and assessments were documented which helped create a well-rounded picture of each child and their learnings. Childrens language development was observed to be supported through one to one and group discussions, songs and storytelling. On the day of inspection, the children were facilitated to make their own choice in selecting play equipment and activities that they wished to engage with. Turn taking and sharing was promoted, this was evidenced in all rooms on the day.

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 care rooms were stored on high level shelving out of the reach of children.
- Materials and resources were maintained in a good state of repair.
- The kitchen was inaccessible to the preschool children.
- There were three highchairs with harness safety straps fitted in good condition.
- Leads and flexes were secure and inaccessible to the preschool children.
- Blind chords were secure to the wall.

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 to mealtimes and after messy play and snack times.
- The materials and resources throughout the service were visually clean, with cleaning schedules displayed and up to date in each care room.
- The premises was observed to be in a clean and hygienic condition.
- Children were observed to wash their hands regularly including before snacks and meals, following using the toilet and nappy changing.
- Child friendly hand wash posters with picture instructions were placed above the wash basins.

Administration of Medication:

- There was no medication administered on the day of inspection.

Safe Sleep:

- The service had three designated sleep rooms with a total of six standard cots.
- Children were observed sleeping on demand following cues of tiredness throughout the day.
- Cellular blankets were used for children under two years of age.
- Rest areas were provided in all care rooms to facilitate a child to rest or opt out of an activity.

Fire Safety:

- Fire doors throughout the building remained unobstructed on the day.
- Fire evacuation procedures were displayed throughout the service.

Non-Compliance Information

General Safety:

1. On the day of inspection, it was observed at 10.41, two children who brought their lunch in from home had whole grapes, which are a choking hazard. It is acknowledged that when this was brought to the attention of the staff member by the inspector the grapes were cut, reducing the risk of choking.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

The staff team were sent correspondence to be reminded of the importance of chopping up fruit to reduce a choking hazard. They were also all sent our policy on healthy eating and food preparation.

All parents in the service were sent correspondence via letter to remind them of the importance of chopping their children's fruit. Staff will be more vigilant in the future and will take action immediately if this occurs again. All staff are trained in first aid and have a great understanding of how to deal with a choking occurrence.

Supporting documentation submitted

General Safety:

Documentary evidence submitted.

Summary Comment

The information submitted in the corrective and preventative action by the registered provider has been reviewed by the inspectorate and the non-compliances found on inspection have now been met. This regulation is now compliant.

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) The registered provider ensure that each child was checked in and out of the service. This was confirmed by the written attendance records maintained in each car room.

(3) (a) (b).

The person in charge ensured that any person entering the service was approved and a record of their visit was kept in writing.

(4).

The person in charge confirmed that the records were retained for the required period in line with the regulation.

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 27.03.2024. The insurance provided cover for 54 Children.