

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015LM030
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Name of Service:	Scallywags Playschool
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Address of Service:	Drumeela, Carrigallen, Co. Leitrim
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Eircode:	n/a
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Name of Registered Provider:	Teresa O'Kelly
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Service type:	Sessional
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Date(s) of Inspection:	23/04/2024
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No of pre-school children:	AM	4	PM	N/A
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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
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

Sallywags Playschool is a community based childcare service registered in June 2005. It is managed by a local voluntary committee. It operates from a premises on the grounds of the local primary school. It provides a morning session from 9:30am to 12:30pm five days a week. The service is registered to cater for a maximum of 10 children. week. The premises are situated on the grounds of the local primary school in a rural area of Co. Leitrim. The premises consists of an entrance hallway, playroom, kitchenette and sanitary accommodation for children and adults.

Staffing

There are three adults employed in the service. The registered provider and the person in charge work directly with the preschool 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, 15, 17, 23, 24, and 28. 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*

(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 the two adults employed in the service were reviewed.

Four written and verified past employer references or references from a reputable source in the absence of a past employer, were available in respect of two of the adults employed in the service.

(c)

A garda vetting disclosure was available for the two adults employed in the service. However, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under regulation 23 of this report.

(d)

International police vetting was not required as all the adults employed in the service that had not lived outside the state for a period of longer than six consecutive months.

(4) The two of the 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.

(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 four children on 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 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)

Seven records of the children enrolled in 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 IV – Information and Records

Regulation 17 – Information for parents

A registered provider shall ensure that a parent or guardian of a child proposing to attend the service is provided with the information referred to in subparagraphs (a) to (g) of Regulation 16(1).

Compliance Information

The person in charge provided a copy of correspondence sent to the parent or guardian of the child prior to enrolment to the preschool service. The information provided included the services policy and procedures, details of the adult child ratios, the type of care being provided and the facilities available for the preschool child. The notice board in the service displayed other information for parents including the fees for the service the Calander year, opening hours and the details and qualification of the staff members.

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:

- All cleaning products in the care rooms were stored on high level shelving out of the reach of children.
- Materials and resources were clean and maintained in a good state of repair.
- A skipping rope tied around a branch of a tree was removed when brought to the attention of staff.
- The kettle was stored out of reach of the preschool child.
- Radiator covers were in place over all radiators reducing the risk of burns.

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 in the care room.
- Children were observed to wash their hands regularly including before snacks and meals and after using the toilet.
- Child friendly hand wash posters with picture instructions were placed above the wash basins

Administration of Medication:

- No medication was administered on the day however the service had a medication administration policy in place and when interviewed staff were aware of their responsibilities for the safe administration of medication.

Fire Safety:

- Fire doors were unobstructed throughout the service.
- Fire evacuation procedures were clearly displayed in the care room.

Non-Compliance Information

General Safety:

- Garda vetting was available for all three staff members employed in the service. However, these vetting disclosures were not dated within the previous three years in adherence to with the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'

Action submitted by the Registered Provider

The service provided a response in writing:

Corrective & Preventive Action

General Safety:

- We have applied to the GNVB for registration and garda clearance. As soon as the paperwork is received it will be forwarded to the inspectorate.

Supporting documentation submitted

General Safety:

- Documentation outstanding

Summary Comment

The actions submitted by the registered provider to address the non-compliance found on inspection have been reviewed by the inspectorate. Once documentation has been received this regulation will be 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.

Compliance Information

(1).

An attendance book used to record times of attendance in the service was reviewed by the inspector. The registered provider had ensured that each preschool child attending the service was signed in and out of the service as required.

(3)

(a) The preschool service is located on the grounds of a national school and all visitors to the premises are recorded and approved by the person in charge.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

The registered provider submitted an insurance certificate after the inspection to demonstrate adequate insurance was in place for the preschool service for 11 preschool children in sessional service.