

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015LM032		
<b>Name of Service:</b>	Shannonside Community Childcare Centre		
<b>Address of Service:</b>	Shannonside View, Rosebank, Carrick on Shannon, Co. Leitrim		
<b>Eircode:</b>	N41 DY99		
<b>Name of Registered Provider:</b>	Donal Fox		
<b>Service type:</b>	Part Time, Sessional		
<b>Date of Inspection:</b>	30/01/2024		
<b>No of pre-school children:</b>	AM	7	PM N/A

<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

Shannonside Community Childcare Centre is a registered preschool service. It is located in the Rosebank halting site on the edge of Carrick on Shannon. The service is operated under the Leitrim development Company, with the majority of children attending the service coming from the south Leitrim area. The service is registered to operate from 9:20am to 1:10pm daily catering for children aged from 0 to 6 years of age.

### Staffing

On the day of inspection four adults were employed in the service. Four adults worked directly with the preschool children. An additional adult was available to the children employed through a community employment scheme.

### 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, 10, 11, 16, 19, 23, 27 and 32. 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 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 person to deputise as required.

(c). There was a clear structure within the care room with room leaders identified.

(2)

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

(a) Four written and verified past employer references were available in respect of two adults.

(b) Two references from a source other than a past employer was available in respect of one adult.

(c) A garda vetting disclosure was available for all five adults in the service dated within the previous 36 months.

(d) International police vetting was available for one adult who had lived outside the state for a period of more than six months.

(4)

Four 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 10 - Policies, procedures etc. of pre-school service

*A registered provider of a pre-school service shall ensure that the written policies, procedures and statements specified in Schedule 5 are in place for the service.*

#### Compliance Information

The service provided evidence of the following policies in place for the service:

- (b) Complaints policy
- (e) Policy on managing behaviour
- (r) Risk management policy
- (t) Staff training policy
- (u) Supervision policy

All policies had the required components in line with those set out in regulation. Policies were available in hard copy and available to view for parents, staff, and an authorised person.

## 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 three adults working directly with seven children aged between three years and five years on the morning of the unannounced inspection. The person in charge was available to facilitate breaks in the service.

- (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 16 – Record in relation to pre-school service

*(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:*

*(k) details of any accident, injury or incident involving a pre-school child attending the service.*

*(3) A record referred to in paragraph (1) shall be open to inspection on the premises, and the documents and records referred to in paragraph (2)(a) shall be open to inspection whether on the premises or elsewhere, by an authorised person.*

### Compliance Information

(1) (k)

The service took measures to record details of all accidents/incidents occurring in the preschool and took measures to reduce these incidents reoccurring.

(3) All records were made available to the authorised person on the day of inspection.

### Non-Compliance Information

(1) (k)

A number of records did not contain the required parental signature to indicate that they had been informed of the accident/incident.

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

## **Corrective and Preventive Action**

A specific section had been added to the Accident/Incident form, where staff member will record how the accident/incident was reported to parents. The name of person informed will be recorded on the form.

## **Supporting documentation submitted**

Documentary evidence submitted.

## **Summary Comment**

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

## **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*

*(2) A registered provider shall ensure that no corporal punishment is inflicted on a pre-school child whilst attending the service.*

*(3) A registered provider shall ensure that no practices that are disrespectful, degrading, exploitive, intimidating, emotionally or physically harmful or neglectful are carried out in respect of a pre-school child whilst attending the service.*

## **Compliance Information**

(1) (a)

The service is laid out over two large room with divider doors that are fully open allowing for one large open plan space. Throughout this space, various interest areas are set up to create stimulation and allow for imaginary play. The home corner is decorated with a kitchen and equipment, tables and chairs and home decorations. Parents in the service were involved in the layout of the interest areas as part of the services partnership with parent's program allowing for cultural preferences. Other interest areas include construction area equipped with cars, trucks and building bricks. A sensory area with water and sand tables allows for gross motor skill development. The tabletop activities of puzzles, jigsaws, threading and beading assist in the development of fine motor skills. The art and crafts area provide opportunity for the preschool children to express their imagination. On the day children were observed to direct their own play, moving freely from one area to the other. Children appeared happy to participate in groups or individually. The staff members on duty were observed to be kind in their interactions, using praise and encouragement throughout various activities. The children appeared content in their company. The outdoor area in the service offered a change in environment for the children. This was a large open area resourced with equipment including balance bikes, trikes, tractors and footballs, all equipment aimed at development of gross motor skills.

The curriculum in the preschool was in line with the aistear themes and individual observations on the preschool child's learning was evidenced in the individual scrap books. Observations included hand eye coordination development and gross and fine motor skill development. Staff working in the preschool informed the inspector of the goals for the next few months in line with the aistear curriculum. Children brought in their snack from home in line with the service healthy eating policy. The service provided snacks for any child who may have forgotten their snack from home, and this included crackers fruit and yoghurt. All perishable items were stored in the fridge in the preschool room on arrival to the service in the morning.

Children who were toilet trained were encouraged to use the toilet independently and as necessary staff prompted for hand hygiene. Those children who required a nappy change were supported in line with the service policy on nappy changing.

(2) The service had a policy on behavioural management which was discussed on induction with staff and at supervision. This policy outlined strategies to manage challenging behaviour. On review of training records,

staff are trained in children’s first policy and all staff have read and signed that they understand the service child safeguarding policy. All of these policies outline the importance of protecting children and maintaining an environment free of any form of abuse.

(3) On the day all interactions observed by the inspector were respectful. The adults demonstrated kindness and respect in all their interactions. Challenging behaviour was dealt with respectfully and age appropriately informing the children the consequences of their actions, for example one child was placing a sharp instrument into his mouth, the staff member intervened in a low calming voice informing the child that they would hurt themselves if they continued, this resulted in the child taking the instrument out of his mouth. Sharing and turn taking was encouraged in the preschool, during group activities staff were observed to direct children in the importance of sharing.

### 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.

##### 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 all care rooms.
- The nappy changing area was stocked with disposable gloves, aprons and appropriate PPE.

### Administration of Medication:

- The manager informed the inspector, that as it is a sessional service medication is not administered.

### Fire Safety:

- Fire doors remained unobstructed throughout the day.

### Non-Compliance Information

#### General Safety:

1. The gate leading to the oil tank in the outdoor play area was left open with no lock available on the day, posing a risk if the preschool children accessed the oil tank.
2. The toilet roll dispenser in the children's sanitary area was broken.
3. There were no steps provided for the children aged three to five to climb to access the nappy changing table, resulting in the adults' lifting children to the table to change a nappy.

#### Infection Control:

4. Childrens hands were observed not to be washed after nappy changes.
5. The foot operated bin in the main care room was broken.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

#### General Safety:

1. A lock has been added on the gate Staff will ensure that the lock is replaced immediately after delivery of oil.
2. The toilet roll dispenser has been fixed. Staff will check regularly to ensure toilet roll dispenser is in place.
3. Children's Steps have been ordered for children to access changing table safely. Staff will support children with using steps to access changing table.

#### Infection Control:

4. Staff have been given further training in nappy changing procedures. Verbal and written guidance has been provided. Written steps are displayed on wall outside changing room door. Staff will ensure they follow all the steps posted.
5. A new bin was purchased for the room, bins will be replaced if pedal breaks

## Supporting documentation submitted

### General Safety:

1. Photographic evidence submitted.
2. Photographic evidence submitted.
3. Documentary evidence submitted.

### Infection Control:

4. Documentary evidence submitted.
5. 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 and accepted. This regulation is now compliant.

## Part VI - Safety

### Regulation 27 – Supervision

*A registered provider shall ensure that pre-school children attending the service are supervised at all times.*

### Compliance Information

The required adult child ratios were in place on the day of the inspection with two staff provided to care for and supervise the seven children present. On a review of attendance two staff and the person in charge was available to the service daily.

Throughout the inspection staff were observed to have good communication and inform each other if they had to leave the main room for any reason. Independence was promoted for those children who were toilet trained and staff members were in hearing distance should a child require assistance.

## Part VIII - Notifications and Complaints

### Regulation 32 – Complaints

*(1) A registered provider shall ensure that the complaints policy of the service specifies-*

- (a) the procedure to be followed by a person for the purposes of making a complaint in relation to the service,*
- (b) the manner in which such a complaint shall be dealt with, and*

*(c) the procedures for keeping a person who makes such a complaint informed of the manner in which it is being dealt with.*

*(2) A registered provider shall ensure that-*

*(a) a record in writing is kept of a complaint made to the provider in respect of the pre-school service, and*

*(b) the complaint is duly dealt with in accordance with the provider's complaints policy.*

*(3) A record in writing referred to in paragraph (2)(a) shall-*

*(a) include the nature of the complaint and the manner in which the complaint was dealt with, and*

*(b) be open to inspection on the premises by an authorised person.*

*(4) A registered provider shall ensure that a record in writing referred to in paragraph (2)(a) is retained for a period of 2 years from the date on which the complaint has been dealt with.*

### Compliance Information

(1) (a) (b) (c)

The complaints policy in the service had the necessary information required including how to make a complaint, how this complaint will be dealt with and the process that is followed to keep the complaint informed throughout.

(2) (a) (b)

The service had one complaint on record over the last two years. On review it was evident that the service followed its policy by documenting when the complaint was received, the measures the service took to resolve the complaint and the outcome of this complaint.

(3) (a) (b).

The nature of the complaint and the process followed was documented and available for review on the day of inspection.

(4) The service made available all records of complaints for the last two years in line with regulation.