

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015MH102		
<b>Name of Service:</b>	Simonstown Childcare Facility CLG		
<b>Address of Service:</b>	Simonstown Childcare Facility CLG, Kingscourt Road, Navan, Co. Meath		
<b>Eircode:</b>	C15 N61X		
<b>Name of Registered Provider:</b>	Marie Daly		
<b>Service type:</b>	Full Day, Part Time, Sessional		
<b>Date of Inspection:</b>	25/03/2024		
<b>No of pre-school children:</b>	AM	31	PM 31
<b>Address of the Early Years Inspectorate:</b>	Tusla Early Years Inspectorate Family Resource Centre, Commons Road Navan, Co Meath		
<b>Inspection undertaken by:</b>	AM Cunningham & C Tunney		
<b>Title:</b>	Early Years Inspectors		
<b>Authority to Inspect</b>			
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		

### Description of service

Simonstown Community Childcare is one of 10 services operated by CRAAN Community services in Co. Meath. The service is located adjacent to Simonstown GAA club. The service provides full day care, part-time and sessional care. The service caters for children aged 0 to 6 years and school aged children. The service operates from 07.45am to 18.00pm, offering a sessional ECCE service from 09.30am to 12.30pm. The service is in a purpose-built building, the ground floor rooms cater for pre-school children and the rooms on the first floor caters for school aged children. There are four care rooms downstairs, namely the Nursery room, 1-2 room, 2-3 rooms and 3-5 room. Additionally, there was a kitchen on the ground floor level and kitchenette on the first floor, nappy changing and sanitary facilities. A reception area is available in the entrance hall.

### Staffing

The registered provider employs twenty-two staff which includes a manager, assistant manager, receptionist, and cleaner. Fourteen staff members provided direct care to preschool children. On the day of inspection 10 childcare staff, 3 staff who provide care to school aged children only, a manager, assistant manager, cook and cleaner were present. The registered provider arrived at the service during the inspection.

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

The inspection focused on an examination of compliance under regulations 9,11,19,20,21,22,23,24,25 & 26. 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 registered provider, persons 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.

(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) The service had a designated person in charge and a named person to deputise as required.

(b) A designated person in charge was on the premises when the inspectors arrived unannounced to carry out the inspection.

(2) Twenty-two staff files were reviewed, and the following was noted.

(a)&(b) Forty-one validated written references were available either from a past employer or from a reputable source.

(c) Garda vetting disclosure was available for the all-staff members with 6 staff garda vetting adhering to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Sixteen garda vetting were outside the 3 year period, see Regulation 23.

(d) Police vetting was available for four staff members who had resided outside the jurisdiction for a period of more than 6 consecutive months as an adult.

(4) All staff members providing direct care to preschool children held a major award in Early Childhood Care and Education at Level 5 and above on the National Framework of Qualifications or a qualification deemed by the Minister to be equivalent

### Non-Compliance Information

(2)(a) Two validated references were not available for one staff member and a second reference was not available for one staff member.

(d) Police vetting was not available for one staff member who had lived outside the jurisdiction for more than six months.

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

#### Corrective and Preventive Action

##### **Corrective Action**

(2)(a) Two validated references for one member of staff checked and provided.

Second reference for staff member checked and provided.

(d) Police vetting received and submitted to the Inspectorate.

##### **Preventive Action**

2(a) (d) To ensure all staff commencing employment have the correct documentation in line with the regulation.

Documentation required attached.

#### Supporting documentation submitted

References that were not available on the day of inspection were submitted to the Inspectorate.

Police vetting submitted to the Inspectorate

### Summary Comment

The response from the registered provider addresses the noncompliance in Regulation 9.

### 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.*

(8) Without prejudice to paragraphs (2) to (7)-

(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,

#### Compliance Information

(1) There were an adequate number of adults working directly with the children.

The correct adult/child ratio was maintained in the following rooms throughout the inspection:

(2) The rooms were as follows:

**The Nursery Room:** Two staff members cared for 3 children ranging in age from 1 to 2 years, availing of full day care.

**The 1-2 Room:** Three staff members cared for 4 children ranging in age from 1 to 2 years availing of the full day care.

**The 2-3 Room:** Three staff members cared for 8 children ranging in age from 2 to 3 years all availing of full day care.

**The Junior Pre-school Room:** One staff member cared for 7 children ranging in age from 3 to 4 years, all availing of full day care.

**Pre-school Room 1:** Two staff members cared for 9 children ranging in age from 4 to 5 years, all availing of full day care.

**School aged Room:** Two staff members cared for 16 school aged children.

The manager and assistant manager were also available to provider assistance in rooms as required.

(8) (a) According to the staff roster, the manager ensured that 2 adults were present on the premises at all times

### 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
- (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 Care needs of the Children:

- All meals and snacks consumed by the children attending the service on a full day care basis were provided by the service, some children choose to bring in their own. The service has a designated member of staff who prepares children's meals and snacks. Mealtimes were observed to be relaxed and sociable, the staff members sat with the children engaging them in conversation whilst encouraging them to eat and provided assistance as required. In the Nursery room the staff members sat in front of the younger children who were fed in highchairs and at a low-level table and warmly engaged with the children at their eye level.
- Children who required nappy changing had their nappies changed on a regular schedule and more frequently as required. Older children accessed the toilet independently with support and guidance provided as needed. The personal care needs of the children were attended to promptly as evidenced by bibs being placed on the younger children to protect their clothes while eating and children's faces were cleaned after eating.
- Rest areas consisting of appropriately sized couches, floor mats and cushions were provided in the care rooms for the children to take a rest from activities throughout the day. The children attending the Nursery room and 1 to 2 room slept in the designated cot rooms and the children attending the 2 to 3 room slept on sleep mats on the floor of the care room following dinner.
- The staff members in the care rooms were sensitive and responsive in promoting positive behaviours. When minor disputes arose in the care rooms the staff members supported the children to find positive solutions.
- The children attending the service enjoyed time in the outdoor play area on the day of inspection.

## Supporting relationships around children:

- Staff were observed throughout the service interacting with children in a warm, caring and sensitive manner. Staff throughout all care rooms spoke in warm gentle tones and provided reassurance and encouragement when children were unsure or upset and were observed to place themselves close to children providing a sense of security whilst allowing the children the freedom to explore and investigate. Staff in the older children’s care rooms played with the children, sitting at tables, or on the floor. The staff in the Nursery room complete a daily record of the children’s activities, eating, sleeping and toileting which they share with parents. Additionally, staff were observed updating parents on their children’s progress at drop off and collection and throughout the day on the electronic app.
- Throughout the service staff members were observed to support each other in the care of the children and regularly updated each other in relation to the care of the children particularly around staff break times. This practice ensures a smooth transition of care for the children.

## Part V - Care of Child in Pre-school Service

### Regulation 20 – Facilities for rest and play

- (1) Subject to this regulation, a registered provider shall ensure that-
- (b) there are adequate and suitable facilities for a pre-school child to rest during the day, and in the case of an overnight pre-school service, during the day and the night.
- (3) A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph (2) applies, shall ensure that-
- (a) a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises,

## Compliance Information

- (1)(b) One cot room was available in the Nursery Room with 4 cots. Two cot rooms were available for the 1-2 Room with 9 cots for children under 2 years who required sleep. The 2-3 Room used stackable beds for the children requiring sleep over 2 years of age. Within the care rooms there were soft furnishings, mats and cushions for children to take a break from activities and rest if needed.
- (3)(a) The outdoor space was located to the rear of the premises. The area was divided into 2 spaces by wooden fencing. The surface areas consisted of soft matting, secured by railings with a coded gate.

## Part V - Care of Child in Pre-school Service

### Regulation 21 – Equipment and materials

*A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.*

#### Compliance Information

The premises was completely refurbished since the previous inspection. Areas of interest were very well developed. The rooms were bright and airy, providing interesting play areas for the children attending. Large wall murals/pictures were present and suitable furnishing throughout as described below.

- Throughout the care rooms the play materials and equipment were displayed and accessible on low level shelving to promote the children’s choice and independence when selecting their play opportunities.
- Tables and chairs provided in the care rooms were appropriate to the age and stage of the children attending the individual care rooms.
- Interest areas were well supported, for example. a range of books were available throughout all of the care rooms to support the children’s language development, home corners, arts and crafts, construction areas, and messy play areas. In the younger age rooms a pull to stand rail, ball pool, stumbling blocks, and cause and effect toys were available.
- The outdoor area had tyres, play cars, push along toys, scooters, wooden shed with a sand pit, plastic playhouse, sand tray, kitchen area, wooden climbing frame with a slide for energetic play, small slides and rockers. A partially sheltered area permitted outdoor play in all types of weather. The service also has access to an all-weather pitch located on the grounds of the service.

## Part V - Care of Child in Pre-school Service

### Regulation 22 – Food and drink

*A registered provider shall ensure that adequate and suitable, nutritious and varied food and drink is available for each pre-school child attending the pre-school service.*

#### Compliance Information

The service had a 4-week menu plan with a variety of dishes ranging from vegetarian, meat and poultry freshly prepared in the service. There was evidence of a good supply of fresh fruit and vegetables in the kitchen store in addition to a supply of canned and dried foods.

Dinner served on the day was pasta bolognese. Water was available to the children.

## 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 following safety measures were in place on the day of inspection:

- The entrance doors leading into the service were appropriately secured to prevent children from exiting the service unsupervised and preventing unauthorised persons gaining access to the service.
- The kitchen was inaccessible to the children.
- Emergency exits were unobstructed.
- An indoor and outdoor risk assessment was conducted on a daily basis.

##### Infection Control:

- Thermostatically controlled warm water, liquid soap and paper hand towels were provided to support effective hand hygiene in the sanitary accommodation in the service.
- The premises, play equipment and materials were in a clean and hygienic condition.

##### Administration of Medication:

- Medication administered had relevant documentation available and parental consent.

##### Safe Sleep:

Safe sleep practices were observed in the service as demonstrated by the following examples:

- A thermometer was available in the cot rooms to ensure the temperature of the rooms was maintained between 16 to 20°C while children were sleeping.
- A sleep log on each child was recorded at 10 minutes intervals. A staff member remained with the children over 2 years with an additional staff member available to these rooms to provide assistance if required.

##### Fire Safety:

- Documentary evidence was available to confirm that fire drills are completed on a monthly basis in the service.

## Non-Compliance Information

### General Safety:

Garda vetting was available for 16 staff members. 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'.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

#### General Safety:

#### Corrective Action:

16 Garda Clearances required to be updated, we have received 12 Garda Clearances to date, and we have a further four in progress.

#### Preventive Action:

Reminder to check up on every Garda Clearance in the documentation to ensure every staff member is in date in line with the regulation.

Documentation attached 12 Garda Clearance.

### Supporting documentation submitted

Twelve up dated garda vetting's were received by the inspector and documentary evidence that the remaining four staff members are applied for.

## Summary Comment

The response from the registered provider has provided evidence that Garda vetting has been received for 12 staff members. Four remaining staff members updated Garda vetting's have not been received by the Inspectorate. This Regulation remains outstanding.

### 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) Records demonstrated that the date and time of attendance and departure in respect of each pre-school child is recorded on a daily basis.

(3) (a) All persons are approved by an employee prior to entry to the pre-school.

(b) Visitors were announced and approved by an authorised staff member on arrival, the visitors' details are entered into the visitors' book.

### 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) The service provided evidence that a person had up to date First Aid Responders course and was available at all times to the children attending the pre-school service.

(2)(a) and (b) A suitably equipped first aid box was available and safely stored in the premises.

### 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.*
- (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) A written record was available of the fire drills completed in the service. The last recorded fire drill took place on the 28/02/24.
- (b) A record was maintained of the number, type and maintenance record of the fire fighting equipment and mains powered smoke alarms on the premises. The fighting equipment was last serviced in August 2023. The mains powered smoke alarms were last serviced on the August 2023.
- (4) A notice of the procedures to be followed in the event of a fire was conspicuously displayed on the premises.

### Part VI - Safety

#### Regulation 28 - Insurance

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

#### Compliance Information

The registered provider had a valid insurance certificate for 95 preschool children with an expiry date of 27/03/2024.