

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015MO018				
Name of Service:	Barnacarroll Pre-school				
Address of Service:	Barnacarroll Community Centre, Barnacarroll, Claremorris, Co. Mayo				
Eircode:	F12 YT57				
Name of Registered Provider:	Breda Reaney				
Service type:	Full Day, Part Time, Sessional				
Date of Inspection:	24/08/2023				
No of pre-school children:	<table border="1"> <tr> <td>AM</td> <td>4</td> <td>PM</td> <td>2</td> </tr> </table>	AM	4	PM	2
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Address of the Early Years Inspectorate:	Early Year's Inspectorate, TUSLA, Child and Family Agency, 2nd Floor, St. Mary's HQ., Castlebar, Co. Mayo.				
Inspection undertaken by:	M Farrell				
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

Barnacarroll Pre-school is registered to provide full day care, parttime and sessional services to children aged from two to six years of age. The service operates from a section of a community centre in Barnacarroll village near Claremorris in County Mayo. There is a playroom on the ground floor and an additional three rooms used by the service on the first floor. One room was used as a dining room at the time of the inspection. The service has sanitary facilities, an office and a kitchen for the preparation of meals on the first floor. Two enclosed outdoor play areas are provided for the children on the premises. The service also has access to the community sports hall in the building and the use of the adjacent primary school grounds.

Staffing

There were sixteen adults working in the service at the time of the inspection including the manager, childcare workers, kitchen staff and staff employed through community employment schemes.

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 areas of governance/safety. The inspections may also focus on other areas as required. The inspection focused on an examination of compliance under sections of regulations 9, 11, 15, 16, 23, 25, 26 and 28.

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, deputy 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.

(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 two named staff to deputise in their absence.
 - (b) One of the deputy designated persons in charge was available on the premise throughout the period of inspection. A sample of attendance records viewed by the inspector showed that the designated person in charge or the deputy were present in the service whenever it was in operation.
- (2) The vetting records for 6 staff members were reviewed during the inspection with the following information available:
- (a) Two written validated references from past employers in particular the most recent employer for three staff members. One written validated reference from a past employer for two staff.
 - (c) Vetting disclosures from the National Vetting Bureau of the Garda Síochána for the six staff.
 - (d) The required international police vetting was available for one staff who had resided outside of the state for a period of longer than six months as an adult.
- (4) Certification of a major award in Early childhood Care and Education at Level 5 or above on the National Qualifications Framework was available for three of the staff members reviewed who worked directly with the preschool children.

Non-Compliance Information

- (2)
- (a) There were no written validated references available for one staff member. A second reference from a past employer was required for one staff member and a written validated reference from one staff member's most recent employer was unavailable.
 - (d) An international child protection certificate was required for one staff member, and it was unable to be confirmed if international police vetting was required in relation to one staff member with no record of experience on file.

Corrective & Preventive Action submitted by the Registered Provider

The service advised in writing that:

Corrective and Preventive Action

(2)(a) & (d)

The international police vetting has been applied for. References and an updated curriculum vitae have been submitted to the Early Years Inspectorate.

Required documentation has been updated to include correct vetting documentation and references.

Supporting documentation submitted

The service submitted copies of an international child protection certificate dated for the 5 October 2023, validated references and curriculum vitae/employment histories to the Early Years Inspectorate.

Summary Comment

The Early Years Inspectorate has reviewed the actions taken and evidence submitted by the service and found it to have addressed the regulatory non-compliance found on inspection.

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)

The registered provider ensured that an adequate number of adults were working directly with the children at all times. On the inspector's unannounced arrival to the service 4 children were being cared for together with 15 school aged children by 4 staff members. A sample review of attendance records showed that adequate numbers of adults were provided to work with children whenever the service was in operation.

- (2) The staff roster indicated that the minimum ratios of adults caring for the children were maintained in the service. There were four staff working directly with the four children present on the inspector's arrival with an additional 15 school aged children also present. The preschool children present in the service were aged between two and five years of age.
- (8) There were at least two adults present in the service during the inspection and attendance records and staff rosters showed that there were two adults present at all times when children were present.

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.*

Compliance Information

(1)

A sample of 10 children's records were randomly selected for review from the children currently enrolled in the service. The following details were recorded on the sampled children's enrolment forms:

- (a) The names and date of birth of the children.
- (c) Not applicable as all children were still attending the service.
- (d) The name, address and contact details for parents/guardians when the child was present in the service.
- (e) Details regarding authorisation for collection of the child.
- (f) Information regarding any illness, disability, allergy or special need of the child.
- (g) The name of the child's registered medical practitioner with the telephone numbers available in a separate location.
- (i) Consent in writing from parents for appropriate medical treatment of the child in the event of an emergency

Non-Compliance Information

- (1) The following details were incomplete from the 10 records sampled:
 - (b) Two child records sampled did not contain the date on which the child first attended the service.
 - (h) There was no information provided of the record of immunisation status of the child.

Corrective & Preventive Action submitted by the Registered Provider

The service advised in a written response that:

Corrective and Preventive Action

- (1)
 - (b) The children's registration forms have been updated.
 - (h) Immunisation records are now attached to all new children's registration forms at the start of the year.

Supporting documentation submitted

Copies of samples of records were submitted by the service to the Early Years Inspectorate.

Summary Comment

The actions taken and evidence submitted by the service has been reviewed by the Early Years Inspectorate and been found to have addressed the regulatory non-compliance found on inspection.

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:

(a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;

Compliance Information

(1)
(a) The vetting files for six staff were reviewed during the inspection. The name, position, qualifications and experience were available for five of these staff members.

Non-Compliance Information

(1)
(a) There was no record of experience available for inspection for one staff member.

Corrective & Preventive Action submitted by the Registered Provider

The service advised in written responses that:

(1) (a)

Corrective and Preventive Action

The staff member has submitted their curriculum vitae/experience.
Curriculum vitae are to be checked when new staff start in the service.

Supporting documentation submitted

A copy of the curriculum vitae was submitted to the Early Years Inspectorate by the service.

Summary Comment

The action taken and evidence submitted by the service have been reviewed by the Early Years Inspectorate and found to have addressed the non-compliance found on inspection.

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 door to the building was secured on the inspector's arrival to the service and remained secured during the inspection allowing the staff to control access and prevent children from leaving unnoticed. Cleaning products were stored on high shelving in the playrooms out of reach of children and there was also a secured area near the staff sanitary area for the storage of additional cleaning supplies. Toys and play equipment were in satisfactory condition and suitable for the age and developmental stages of the children using them on the day. Window restrictors were in place on first floor windows where needed. Blind cords were secured using appropriate safety devices.

Infection Control:

Cleaning records and checklists were kept up to date by staff who were observed to regularly clean down surfaces such as tables after use. Warm water controlled under 43 °C, liquid soap and paper towels were provided at the wash hand basins in sanitary units for handwashing and drying purposes. Gloves and aprons were provided for nappy changing procedures as required. Boxes of tissues were available at low levels in the playrooms for children to access if they needed to clean their noses.

Separate changes of clothing were available for the children and stored in separate plastic zip top bags. Separate bedding was provided for children who required rest/sleep while in the service and the staff advised the inspector that this would be laundered by the service at least weekly and more frequently if needed.

Administration of Medication:

The staff advised the inspector that at present no children in attendance required medication to be administered whilst in the service at that time.

Safe Sleep:

The service is registered to cater for children aged from two to six years of age. Stackable beds were provided for rest/sleep however on the day of inspection no child needed to sleep.

Fire Safety:

Emergency exits were observed to be unobstructed during the inspection.

Outing:

The service had an outings policy in place with individual risk assessments available for outings taken by the service to a pet farm and play centre.

Non-Compliance Information

General Safety:

1. A door leading into the service upstairs from the community centre area used by other groups was not secured with the potential for unauthorised adults from outside the childcare service to access children.
2. Three of the fire doors in the community hall used by the children on the day had mechanisms easily opened by a child and led outside to a laneway leading to the carpark and to the school area off the premises with the potential for a child to leave the service unnoticed.
3. A fire door in Pod 3 used as a dining room on the day also had a mechanism easily openable by a child and opened outside onto stairs to the laneway leading to the carpark.

Infection Control:

4. The children's snacks which contained some perishable items such as yoghurts were stored in the hallway with an air temperature recorded at 19.3°C and not below the required 5°C.

Fire Safety:

5. The most recent record of a fire drill showed that the most recent drill was undertaken on the 14 June 2023 and not on a monthly basis as required.

Outing:

6. There was no risk assessment available for the use of the school grounds off the preschool premises that was used by the children on the day. The grounds had unsecured openings in the boundary with the potential risk for children to leave the area.

Action submitted by the Registered Provider

The service advised in writing that:

Corrective & Preventive Action

General Safety:

1. A d lock is due to be installed early next week by locksmith. The door is to be kept secured when children are in the building.
2. Sensors are to be attached to all fire doors by a security company. The staff will check that sensors are working when children are in the hall.

- A sensor is to be attached to this door by a security company. The staff will undertake checks to ensure that the sensor is working.

Infection Control:

- There are fridges in all the rooms. Lunches will be stored in the fridges.

Fire Safety:

- The fire drill records were located and submitted to the Early Years Inspectorate. Fire drills are carried out each month.

Outing:

- A risk assessment for the outdoor area has been submitted. Routine risk assessments of the outdoor area are now carried out in the service.

Supporting documentation submitted

General Safety:

Certification of installation of alarms, invoices and photographic evidence in relation to installation of door securing devices and a copy of a fire drill record.

Outing:

A copy of a risk assessment was submitted.

Summary Comment

The information submitted by the service has been reviewed and accepted by the Early Years Inspectorate as having addressed the regulatory non-compliance found on inspection.

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) Certificates of the completion of FAR training for staff were available to show that the registered provider ensured that a person trained in first aid was always available to the children in attendance.

- (2)
- (a) Suitably equipped first aid boxes were stored in a number of locations in the service out of reach of the children including the playroom downstairs. A sign was displayed in the downstairs hallway with information regarding the first aid boxes locations.
 - (b) The first aid equipment was readily accessible to the staff if a child required first aid treatment.

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 firefighting 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) Records of the monthly fire drills undertaken in the service were kept by the staff.
- (b) Records of the number, type and maintenance record of firefighting equipment were available in the premises. The records showed that the firefighting equipment was last maintained on the 14 March 2023.

(4) Notices of the procedures to be followed in the event of a fire were conspicuously displayed on the walls in the service.

Non-Compliance Information

(1) (a) There was no up to date record of the number, type and maintenance record of the smoke alarm/fire detection system available for inspection.

Corrective & Preventive Action submitted by the Registered Provider

The service advised that:

Corrective and Preventive Action

(1) (a)

The smoke alarms have been serviced. The records are now displayed on a notice board in the service.

Supporting documentation submitted

Copies of the certificate of the servicing and maintenance of the smoke alarm system dated for the 7 October 2022 and 14 September 2023 were submitted by the service to the Early Years Inspectorate.

Summary Comment

The actions taken and evidence submitted by the service has been reviewed by the Early Years Inspectorate and deemed to have met the requirements of the regulation.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

The registered provider ensured that there was adequate insurance for full day care services in place in the service. A certificate of insurance was displayed with an expiry date of the 27 March 2024.