

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier: TU2015MO026

Name of Service: Bualadh Bos

Address of Service: Ballina Road, Crossmolina, Co. Mayo

Eircode: F26 WV74

Name of Registered Provider: Lisa O'Boyle

Service type: Sessional

Date of Inspection: 08/06/2023

No of pre-school children: AM 20 PM -

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

Description of service

Bualadh Bos is a privately owned and operated service located in Crossmolina, County Mayo. The service is registered to provide daily sessional services between 9:00-12:00 hours and an afternoon session from 12:30-15:30 hours for children aged from 2-6 years of age. A playroom with kitchenette and sanitary facilities is located in a purpose built, single storey building and there is an office in a second smaller building next door. The children have access to a well-developed, enclosed outdoor play area located to the front of the premises and to a large enclosed grassed area with trees at the rear of the premises.

Staffing

There are three staff including the registered provider employed to work directly with the children in the service. Two additional adults carried out cleaning and caretaking duties.

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/safety. The inspections may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9, 11, 15, 16, 23, 25, 26, 27 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, 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 registered provider was the designated person in charge and there was a named adult to deputise in her absence.
 - (b) The designated person in charge was available on the premise throughout the inspection.
- (2) The vetting files for three adults had not been previously reviewed on inspection. The following vetting information was available for these three adults:
- (a) Two written validated references from past employers including their most recent employers for one of the adults.
 - (c) Vetting disclosures from the National Vetting Bureau of the Garda Síochána for the three adults.
 - (d) International police vetting was not required for the three adults who had not lived outside of the State for a period longer than six months as adults.
- (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 the adult new to the service who worked directly with the children.

Non-Compliance Information

- (2) (a) There were no written validated references on file for two adults in the service.

Corrective & Preventive Action submitted by the Registered Provider

The registered provider advised in a written response that:

- (2) (a)

Corrective and Preventive Action

The registered provider has since put the references on file for the cleaning/maintenance staff who were employed on occasion for maintenance and deep cleaning, and they have been verified.

The registered provider will ensure to have references on file for all staff, including cleaning and maintenance staff not directly working with children, even if employed for a day.

Supporting documentation submitted

Copies of the required references were submitted by the registered provider.

Summary Comment

The actions taken and evidence submitted by the registered provider has been reviewed by the Early Years Inspectorate and found to have met the regulatory requirements.

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) When the inspector arrived unannounced to the service there was 2 staff working directly with 20 children attending sessional services.
- (3) The registered provider ensured that the minimum ratio for a sessional service of 1 adult to each 11 children aged from 2 years and 6 months to 6 years was adhered to with 2 adults working directly with 20 children on the day of the inspection. A review of a sample of attendance records found that the minimum ratios were adhered to during the time periods sampled.

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.*

Compliance Information

(1) (a) to (i)

22 of the children's records were selected for review by the inspector from the children currently enrolled in the service. Each of the records was found to be compliant and contained the required details as laid out under the regulation.

(3) (c)

The registered provider made the required information detailed in paragraph (1) available for inspection by the inspector on request.

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;*
- (b) details of the class of service and the age profile of children for which the service is registered to provide services;*
- (c) details of the adult:child ratios in the service;*
- (d) the type of care or programme provided in the service;*
- (e) the facilities available;*
- (f) the opening hours and fees;*
- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (h) details of attendance by each pre-school child on a daily basis;*
- (i) details of staff rosters on a daily basis;*
- (j) details of any medication administered to a pre-school child attending the service with signed parental consent;*
- (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) The registered provider ensured written records were kept of the following information in the service:
- (a) The name, position, qualifications and experience of two staff members new to the service since the most recent inspection of the 11 May 2021.
 - (b) Information on the type of service type and ages of children that the service is registered to provide services to.
 - (c) The adult: child ratios provided in the service.

- (d) The service's type of care or programme.
 - (e) The facilities available in the service.
 - (f) The service's hours of opening and fees.
 - (g) The service's policies, procedures and statements as required under Regulation 10 that were kept in a service policy folder.
 - (h) Details of the daily attendance of each pre-school child recorded daily in an attendance book.
 - (i) Details of the staff daily working hours recorded in an attendance book.
 - (j) A record book to record any medication administered to a child while attending the service to include signed parental consent.
 - (k) An accident/incident book with details of any accident, injury or incident involving children attending the service. A record was made by the staff of a minor accident/incident that occurred during the inspection and communicated to the child's parent/guardian at collection time.
- (3)
- The records were made available to the inspector by the registered provider on request.

Non-Compliance Information

- (1)
 - (a) There were no employment/experience records available on file for two adults in the service.

Corrective & Preventive Action submitted by the Registered Provider

The registered provider advised in a written response that:

(1)(a)

Corrective and Preventive Action

Curriculum vitae are now on file for both adults.

The registered provider will ensure that going forward a curriculum vitae is required on file for all staff including those employed for casual deep cleaning and maintenance duties.

Supporting documentation submitted

Copies of curriculum vitae for two adults.

Summary Comment

The actions taken and evidence submitted had 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 children were playing outside in an enclosed play area at the front of the premises on the inspector's arrival to the service. The gates to the outdoor area were secured to prevent children from leaving unnoticed and people from entering without authorisation. The service's sun policy outlined that parents/guardians were to apply sun cream prior to the children's attendance in the service and the inspector was advised by the staff that children also had supplies in the service if needed.

The toys and equipment both indoors and outdoors were well maintained and suitable for the ages and developmental stages of the children using them during the inspection. Daily safety risk checks were carried out by the registered provider and recorded on checklists. There was a gate in place to restrict access to the kitchenette area of the playroom where cleaning products were stored out of reach of children.

Infection Control:

The service was found to be very clean with cleaning records kept by the staff. Boxes of tissues were accessible to children to use to clean their noses when needed. Foot pedal operated bins were provided and used for the disposal of waste including paper towels. The staff prompted children to wash and dry their hands before snack time and following using the toilet using the warm water, liquid soap and paper towels provided at the wash hand basins.

Administration of Medication:

The inspector was informed by the staff that none of the children required medication to be administered to them while in attendance in the service.

Fire Safety:

Emergency exit routes were observed to be free from obstruction during the 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) Two staff members had undertaken First Aid Response (FAR) training courses with expiry dates of the 7 February 2024.

(2)

(a) A suitably equipped first aid box was safely stored in an easily accessible location in the playroom.

(b) The first aid box 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 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) Fire drills were held monthly in the service with written records kept by the staff. The most recent fire drill was recorded as having been carried out on the 25 May 2023.

(b) The number, type and maintenance record of firefighting equipment showed that the firefighting equipment was last maintained on the 6 October 2022.

(4)

A notice of the procedures to be followed in the event of a fire was prominently displayed in the service.

Non-Compliance Information

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

Corrective & Preventive Action submitted by the Registered Provider

The registered provider advised in a written response that:

(1) (b)

Corrective and Preventive Action

An electronics company came to the premises and carried out a test on the service's fire alarm system. The registered provider will ensure that the electronics company return annually to carry out a test on the fire alarm system and confirm it's functionality.

Supporting documentation submitted

A document confirming that the system had been maintained on the 14 of July 2023.

Summary Comment

The actions taken and evidence submitted by the registered provider have addressed the regulatory non-compliance found on inspection.

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 children spent the morning playing outdoors as it was a warm sunny day with the two staff members supervising the 20 children present primarily by sight when playing in the secured outdoor space. Children were out of view of the staff when using the toilet but were within earshot if help and assistance was needed to be provided. The staff sat with the children when supervising them eating their food at snack-time at tables in a canopied area of their outdoor space.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

A certificate of insurance for a maximum of 22 children at any one time availing of sessional services with an expiry date of the 27 March 2024 was available in the service.