Tuarascáil Rialála Chigireacht na Luathbhlianta Réamhscoil

Uimhir Aitheantais TUSLA:	TU2015MO094

Ainm na Seirbhíse:	Comhar Naíonraí na Gaeltachta Naíonra na hEachléime

Seoladh na Seirbhíse:	An tSraith, Tuar Mhic Éadaigh, Clár Chlainne Mhuiris, Co. Mhaigh Eo.

Éirchód:	F12 F663

Ainm an tSoláthraí Chláraithe:	Ray Mac Pháidín

Cineál na Seirbhíse	Seisiúnach

Dáta na Cigireachta:	13/05/2024

Líon na leanaí réamhscoile:	AM	14	PM	-

Seoladh Chigireacht na Luathbhlianta	Cigireacht na Luathbhlianta, TUSLA, an Ghníomhaireacht um Leanaí agus an Teaghlach, Urlár 2, Ceanncheathrú Naomh Mhuire, Caisleán an Bharraigh Co. Mhaigh Eo
Cigireacht arna déanamh ag:	M Farrell
Teideal:	Cigire Luathbhlianta

Údarás chun cigireacht a dhéanamh
Déanann Cigireacht na Luathbhlianta, Tusla cigireacht ar Sheirbhísí Luathbhlianta faoi Alt 58(J) den Acht um Chúram Leanaí, 1991 (arna chur isteach le hAlt 92 den Acht fán nGníomhaireacht um Leanaí agus an Teaghlach, 2013).

Coinníollacha, má bhaineann le hábhar	Ní bhaineann

Cur síos ar an tseirbhís

Is seirbhís sheisiúnach atá lonnaithe faoin tuath i gceantar tuaithe Gaeltachta i gCo. Mhaigh Eo é Naíonra na hEachléime atá comhcheangailte le Comhar Naíonraí na Gaeltachta. Tá an tseirbhís cláraithe chun freastal a dhéanamh ar leanaí idir dhá bhliain d'aois agus sé bliana d'aois, agus seisiúin á chur ar fáil ó 09:30-12:30. Ba bhunscoil an t-áitreabh roimhe seo agus tá dhá sheomra súgartha idirnasctha, cistin agus saoráidí sláintíochta do leanaí agus d'fhoireann na seirbhíse le fáil ann. Tá teacht ag na leanaí ar áiteanna súgartha móra lasmuigh atá suite ar chúl agus ar thaobh an áitribh.

Soláthar foirne

Bhí triúr ball foirne ag obair sa tseirbhís tráth na cigireachta, ball foirne amháin a bhí fostaithe faoi Scéim na Samhla um Rochtain agus Cuimsiú san áireamh.

Modheolaíocht

Is í Cigireacht na Luathbhlianta, Tusla, rialtóir reachtúil neamhspleách ar sheirbhísí luathbhlianta in Éirinn. Sainmhínítear i Rialacháin an Achta um Chúram Leanaí 1991 (Seirbhísí Luathbhlianta) 2016 dualgas an tsoláthraí chláraithe sábháilteacht agus folláine leanaí a chinntiú agus cloí leis na riachtanais seo. Tugann an tAcht seo údarás do Tusla measúnú a dhéanamh ar chomhlíonadh leis na rialacháin. Is é is aidhm le rialáil maidir le seirbhísí óige ná a chinntiú go seastar le cúram, sábháilteacht, agus folláine na leanaí a fhreastalaíonn ar na seirbhísí seo.
Pleanáiltear cigireachtaí ar sheirbhísí luathbhlianta bunaithe ar na pointí seo a leanas:

- Stair chigireachta na seirbhíse
- Eolas ar bith a fhaightear maidir leis an tseirbhís

Tá torthaí na cigireachta bunaithe ar:

- Eolas a fhaightear trí dhoiciméid a imscrúdú
- Breathnú díreach
- Plé le baill foirne ábhartha

Ba chigireacht neamhfhógartha é seo, agus díríodh ar rialachas/sábháilteacht/áitreabh agus saoráidí lena linn.
Féadfaidh cigireachtaí díriú ar réimsí eile chomh maith, de réir mar is gá.

Leagtar amach torthaí na cigireachta sa tuarascáil maidir leis an gcigireacht a eisítear mar dhréacht-tuarascáil ar dtús chuig an tseirbhís, agus bíonn deis ag an tseirbhís freagra a thabhairt ar thorthaí ar bith a luaitear inti. I gcás go sainaithnítear nach bhfuil ceanglais reachtúla á gcomhlíonadh, ní mór don soláthraí cláraithe léiriú a thabhairt ar an mbealach a réitíodh an neamhchomhlíonadh agus mar a chuirfear cosc ar an neamhchomhlíonadh amach anseo.

Úsáidfear an plean um Ghníomh Ceartaitheach agus Gníomh Coisctheach (CAPA) chun bonn eolais a chur le cinntí maidir le comhlíonadh le ceanglais rialála. I gcás nach n-éiríonn leis an soláthraí cláraithe na ceanglais reachtúla a chomhlíonadh, féadfar próiseas géaraithe a thosú.

Forchoimeádann an Chigireacht an ceart chun eagarthóireacht a dhéanamh ar fhreagraí a fhaightear ar chúiseanna éagsúla lena n-áirítear soiléireacht; iomláine; agus chun próisis riaracháin agus dlíthiúla a chomhlíonadh.

Is í an chigireacht a chuireann an tuarascáil le chéile.

Buíochas

Is mian leis an gcigire buíochas a ghabháil leis an duine i bhfeighil, leis an bhfoireann agus leis na leanaí a bhí i láthair ar lá na cigireachta, as a gcomhoibriú.

Cuid III – Bainistíocht agus Foireann

Rialachán 9 – Bainistíocht agus earcaíocht

(2) Cinnteoidh soláthraí cláraithe gur duine oiriúnach inniúil gach fostaí, gach oibrí nach n-íoctar agus gach conraitheoir, agus cineál na riachtanas a bhíonn ar leanaí á chur san áireamh, lena n-áirítear trí na nithe seo a leanas a dhéanamh–

(a) breithniú ar theistiméireacht ó fhostóirí an duine san am a caitheadh, más ann, agus go háirithe ar theistiméireacht ón bhfostóir is déanaí, más ann,

(b) breithniú ar theistiméireachtaí ó fhoinsí iontaofa i gcás duine nach raibh aon fhostóirí air nó uirthi san am a caitheadh,

(c) breithniú ar an nochtadh grinnfhiosrúcháin a fuarthas ó Bhiúró Náisiúnta Grinnfhiosrúcháin an Gharda Síochána de réir Acht 2012 i leith an duine, agus

d) a chinntiú, a mhéid is indéanta, go soláthróidh duine, i gcás go raibh cónaí ar an duine i stát seachas an Stát ar feadh tréimhse ab fhaide ná 6 mhí as a chéile, grinnfhiosrúchán ag póilíní ó na húdaráis phóilíneachta sa stát sin.

(4) Cinnteoidh soláthraí cláraithe, gan dochar do ghinearáltacht mhír (2) agus faoi réir mhíreanna (5) agus (6), go sealbhaíonn gach fostaí a bhíonn ag obair go díreach le leanaí a fhreastalaíonn ar an tseirbhís, mórdhámhachtain i gCúram agus Oideachas Luath-Óige ar Leibhéal 5 ar an gCreat Náisiúnta Cáilíochtaí nó cáilíocht a mheasfaidh an tAire a bheith coibhéiseach léi sin, ar a laghad.

Faisnéis maidir le Comhlíonadh:
(2) Deimhníodh leis an duine ainmnithe i bhfeighil go raibh ball foirne nua amháin ag obair sa tseirbhís ó bhí an chigireacht ba dhéanaí ann ar an 27 Meán Fómhair 2021. Rinneadh athbhreithniú ar dhoiciméid ghrinnfhiosrúcháin na mball foirne eile le linn na gcigireachtaí roimhe seo. Bhí an t-eolas grinnfhiosrúcháin seo a leanas ar fáil don bhall foirne nua sa tseirbhís: (a) Dhá theistiméireacht bhailíochtaithe ó iarfhostóirí, lena n-áirítear an fostóir ba dhéanaí a bhí acu. (c) Fuarthas nochtadh grinnfhiosrúcháin an Gharda Síochána do na baill foirne go léir . Léirigh an tseirbhís comhlíonadh le Fógra Rialála na Cigireachta Luathbhlianta a éilíonn ar sheirbhísí athnuachan a dhéanamh ar ghrinnfhiosrúchán an Gharda Síochána gach trí bliana. (d) Léirigh na doiciméid ghrinnfhiosrúcháin a bhí ar comhad nach raibh gá le grinnfhiosrúchán idirnáisiúnta na bpóilíní. (4) Bhí cáilíochtaí ábhartha i gCúram agus Oideachas na Luath-Óige ag Leibhéal 5 nó níos airde ag an triúr ball foirne a bhí ag obair go díreach leis na leanaí.

Cuid III – Bainistíocht agus Foireann
Rialachán 11 - Leibhéil Foirne
Faoi réir an Rialacháin seo, cinnteoidh soláthraí cláraithe go mbeidh gach tráth líon leordhóthanach de dhaoine fásta ag obair go díreach leis na leanaí a fhreastalaíonn ar an tseirbhís réamhscoile. *(3) Faoi réir alt (5), cinnteoidh soláthraí cláraithe seirbhíse réamhscoile seisiúnaí go gcomhlíonfar gach tráth an cóimheas íosta idir daoine fásta agus leanaí a shonraítear i gcolún (3) de Chuid 1 de Sceideal 6 os coinne uimhir thagartha áirithe a shonraítear i gcolún (1) den Chuid sin i leith raon aoise na leanaí a shonraítear i gcolún (2) den Chuid sin ag an uimhir thagartha sin.*
Faisnéis maidir le Comhlíonadh:
(1) Nuair a tháinig na cigirí chuig an tseirbhís gan choinne, bhí beirt bhall foirne ag obair go díreach leis na 14 leanbh a bhí i láthair. D'fhág leanbh amháin an seisiún go luath agus tháinig leanbh breise chuig an tseirbhís ina dhiaidh sin, agus mar sin níor tháinig aon athrú ar an líon uasta leanaí ar an lá, i.e. 14. (3) Cloíodh leis an gcóimheas íosta de dhuine fásta amháin le gach 11 leanbh do raon aoise na leanaí a bhí i láthair ag na seirbhísí seisiúnacha an lá sin nuair a bhí 3 duine fásta ag obair le 14 leanbh le linn an tseisiúin.

Léirigh athbhreithniú ar na taifid tinrimh sa leabhar rolla gur cloíodh i gcónaí leis an gcóimheas íosta idir daoine fásta agus leanaí.

Cuid IV – Faisnéis agus Taifid
Rialachán 15 – Taifead ar leanbh réamhscoile
(1) Cinnteoidh soláthraí cláraithe seirbhíse réamhscoile seachas seirbhíse réamhscoile i lárionad buail isteach nó seirbhís réamhscoile shealadach go gcoimeádfar taifead i scríbhinn i leith gach linbh réamhscoile a fhreastalaíonn ar an tseirbhís ina mbeidh na sonraí seo a leanas: *(a) ainm agus dáta breithe an linbh;* *(b) an dáta a d'fhreastail an leanbh ar an tseirbhís den chéad uair;* *(c) an dáta a scoir an leanbh de bheith ag freastal ar an tseirbhís;* *(d) ainm agus seoladh tuismitheora nó caomhnóra leis an leanbh agus uimhir theileafóin lenar féidir dul i dteagmháil leis an tuismitheoir nó leis an gcaomhnóir sin nó le gaol nó le cara leis an leanbh le linn uaireanta oibríochta na seirbhíse;* *(e) údarú chun an leanbh a bhailiú;* *(f) mionsonraí aon bhreoiteachta, aon mhíchumais, aon ailléirge nó aon riachtanais speisialta ar an leanbh, mar aon leis an bhfaisnéis go léir is iomchuí maidir le cúram nó aire speisialta a sholáthar;* *(g) ainm agus uimhir theileafóin lia-chleachtóir cláraithe an linbh;* *(h) taifead ar imdhíontaí, más ann, a fuair an leanbh;* *(i) toiliú i scríbhinn ó thuismitheoir chun cóireáil chuí liachta a chur ar an leanbh i gcás éigeandála.* *(3) Beidh taifead i scríbhinn dá dtagraítear i mír (1) nó (2) ar fáil lena iniúchadh san áitreabh—* *(c) ag duine údaraithe.*
Faisnéis maidir le Comhlíonadh:
(1) (a) go (i) Roghnaíodh sampla randamach de thaifid de chuid 10 leanbh a bhí cláraithe sa tseirbhís ag an am agus rinneadh athbhreithniú orthu. Fuarthas go raibh an fhaisnéis riachtanach a sonraíodh faoin rialachán ar fáil sna taifid go léir. (3) (c) Chuir an duine ainmnithe i bhfeighil na taifid ar fáil don chigire sa tseirbhís nuair a lorgaíodh iad.

Cuid IV – Faisnéis agus Taifid
Rialachán 16 – Taifead i ndáil le seirbhís réamhscoile
(1) Cinnteoidh soláthraí cláraithe go gcoimeádfar taifead i scríbhinn ar an bhfaisnéis seo a leanas i ndáil leis an tseirbhís: *(a) ainm, post, cáilíochtaí agus taithí an duine i bhfeighil agus gach fostaí eile, gach oibrí eile nach n-íoctar agus gach conraitheora eile;* *(b) mionsonraí i dtaobh na haicme seirbhíse agus i dtaobh phróifíl aoise na leanaí a bhfuil an tseirbhís cláraithe seirbhísí a sholáthar ina leith;* *(c) mionsonraí i dtaobh na gcóimheas idir daoine fásta agus leanaí sa tseirbhís;* *(d) an cineál cúraim nó cláir a sholáthraítear sa tseirbhís;* *(e) na saoráidí atá ar fáil;* *(f) na huaireanta oscailte agus na táillí;* *(g) na beartais, na nósanna imeachta agus na ráitis a cheanglaítear ar an tseirbhís a chothabháil de réir Rialachán 10;* *(h) mionsonraí i dtaobh freastal ag gach leanbh réamhscoile ar bhonn laethúil;* *(i) mionsonraí i dtaobh uainchláir foirne ar bhonn laethúil;* *(j) mionsonraí i dtaobh aon chógas a thugtar do leanbh réamhscoile a fhreastalaíonn ar an tseirbhís agus toiliú sínithe ó thuismitheoir ina dteannta;* *(k) mionsonraí i dtaobh aon tionóisc, aon díobháil nó aon teagmhas a bhainfidh do leanbh réamhscoile a fhreastalaíonn ar an tseirbhís.* *(3) Beidh taifead dá dtagraítear i mír (1) ar fáil lena iniúchadh san áitreabh, agus beidh na doiciméid agus na taifid dá dtagraítear i mír (2)(a) ar fáil lena n-iniúchadh cibé acu san áitreabh nó in áit eile, ag duine údaraithe.* *(5) D'fhonn an tseirbhís réamhscoile a oibriú, beidh taifead dá dtagraítear i mír (1) ar fáil lena iniúchadh san áitreabh ag fostaí atá údaraithe chuige sin ag an soláthraí cláraithe.*
Faisnéis maidir le Comhlíonadh:
(1) Bhí an fhaisnéis seo a leanas ar fáil i scríbhinn sa tseirbhís:
(h) Bhí ainm, post, cáilíochtaí agus taithí gach ball foirne ar fáil sna comhaid ghrinnfhiosrúcháin foirne. (b) Eolas i dtaobh chineál na seirbhíse agus aois na leanaí a bhfuil an tseirbhís cláraithe chun seirbhísí a sholáthar ina leith;

(c) Mionsonraí i dtaobh na gcóimheas idir daoine fásta agus leanaí sa tseirbhís.

(d) Faisnéis maidir le cineál cúraim nó cláir na seirbhíse.

(e) Sonraí maidir leis na háiseanna atá ar fáil sa tseirbhís.

(f) Uaireanta oscailte agus táillí na seirbhíse.

(g) Bhí cóipeanna de bheartais, nósanna imeachta agus ráitis ar fáil i nGaeilge agus i mBéarla i bhfillteán dar teideal Polasaithe agus Nósanna Imeachta Chomhar Naíonraí na Gaeltachta. Tugadh cóip do thuismitheoirí freisin de lámhleabhar an tuismitheora ina raibh eolas ar bheartais na seirbhíse.

(i) Bhí tinreamh na leanaí á thaifeadadh ag an bhfoireann gach lá sa Leabhar Rolla.

(j) Taifeadadh tinreamh laethúil na foirne sa Leabhar Rolla chomh maith.

(k) Bhí foirmeacha um Thaifead Dáileadh Cógais ar fáil don fhoireann chun taifead a dhéanamh d'aon chógas a tugadh do leanaí agus iad i láthair sa tseirbhís.

(l) Rinneadh trí chóip d'aon taifead ar thimpiste nó ar eachtra a bhain le leanbh sa leabhar timpiste agus eachtraí. Chuir an fhoireann in iúl don chigire gur tugadh cóip do thuismitheoirí an linbh agus gur coimeádadh na cóipeanna eile i bhfillteán aonair an linbh, ar fáil lena iniúchadh.

(3) Chuir an duine ainmnithe i bhfeighil na taifid seirbhíse ar fáil don chigire sa tseirbhís ar iarratas.

(5) Bhí teacht ag an duine ainmnithe i bhfeighil ar na taifid seirbhíse riachtanacha san áitreabh.

Cuid V - Cúram Linbh i Seirbhís Réamhscoile
Rialachán 21 – Trealamh agus Ábhair
Cinnteoidh soláthraí cláraithe go mbeidh troscán, trealamh súgartha agus oibre agus ábhair atá leordhóthanach agus oiriúnach ar fáil in áitreabh na seirbhíse réamhscoile..
Faisnéis maidir le Comhlíonadh:
Cuireadh boird ar airde coime ar na leanaí agus cathaoireacha a bhí oiriúnach d'airde agus do chéimeanna forbartha na leanaí ar fáil sa dá sheomra súgartha le haghaidh gníomhaíochtaí lena n-áirítear obair boird, gníomhaíochtaí grúpa agus am béile. Lasmuigh, bhí teacht ag na páistí agus ag an bhfoireann ar shuíocháin agus táblaí adhmaid. Bhí suíocháin bhog agus cúisíní ciorclach inghlanta ar fáil do na leanaí i Seomra 2 dá mba mhian leo scíth a ligean nó suí síos ag féachaint ar leabhar. Bhí teacht ag na leanaí ar chineálacha éagsúla trealamh súgartha agus bréagáin laistigh agus lasmuigh. Bhí an tseirbhís i bpobal tuaithe, rud a bhí soiléir ó chuid den trealamh súgartha a bhí ar fáil, mar shampla, tarracóirí agus feirm adhmaid i Seomra 2 agus ainmhithe feirme ar nós eallach i Seomra 1. Bhí ábhair nádúrtha amhail móin, buaircíní giúise, sliogáin agus adhmad in ábhair laistigh agus bhí siad ar taispeáint ar bhord dúlra íseal i Seomra 1. Bhí an trealamh súgartha agus na bréagáin lipéadaithe i nGaeilge agus stóráilte ag leibhéil ísle, rud a lig do na leanaí féachaint orthu agus na gníomhaíochtaí súgartha is fearr leo a roghnú. Bhí líon mór gníomhaíochtaí boird ar fáil i Seomra 1, lena n-áirítear míreanna mearaí, frámaí gléasta, gníomhaíochtaí nasctha agus cruachta. Tacaíodh le spraoi salach laistigh le bord gainimh agus uirlisí plaisteacha. Bhí áit mhór gainimh ar fáil lasmuigh chomh maith, áit a raibh na leanaí ag tochailt an lá áirithe seo. Bhí trealamh péinteála agus saothar ealaíne stóráilte i Seomra 1 agus phéinteáil na leanaí pictiúir le linn an tseisiúin sa seomra. Bhí bréagáin tógála ar fáil sa dá sheomra, lena n-áirítear traein adhmaid agus ráillí traenach i Seomra 1. Bhí na háiteanna súgartha lasmuigh forbartha go maith agus raon deiseanna súgartha ar fáil ann. Bhí roinnt scáthláin adhmaid péinteáilte go geal sa chlós tarmac ar chúl an áitribh ar a dtugtar oifig an phoist agus an siopa. Bhí stáisiún peitril adhmaid ann chomh maith le caidéil pheitril adhmaid, áit ar lig na leanaí orthu féin go raibh cuid de na bréagáin marcaíochta a bhí ar fáil á n-athbhreoslú. Bhí córais dreapadóireachta agus sleamhnáin i limistéar mór féir iata ar thaobh an áitribh chun gníomhaíocht fhisiciúil agus forbairt oll-luaile a spreagadh. Bhí glasraí curtha ag an bhfoireann agus na leanaí in áit phlandála adhmaid. Bhí trealamh le haghaidh spraoi samhlaíoch ar fáil i scáthlán eile, lena n-áirítear cistin ina raibh roinnt leanaí 'ag déanamh an dinnéir'. Bhí cistin bhréige ar fáil i Seomra 2 freisin agus bhí roinnt mhaith earraí ann, bia plaisteach agus earraí cistine san áireamh. Bhí éadaí gléasta agus prapaí ar nós trealamh leighis bréige ar fáil sa chúinne 'gléasadh suas' i Seomra 2. Rinne an tseirbhís cothabháil mhaith ar an trealamh agus ar na hábhair spraoi agus bhí sceidil ghlantacháin agus taifid ar fáil.

Cuid VI – Sábháilteacht
Rialachán 23 - Sláinte, sábháilteacht agus leas linbh a chosaint
Cinnteoidh soláthraí cláraithe go ndéanfar gach beart réasúnach chun sláinte, sábháilteacht agus leas linbh réamhscoile a fhreastalaíonn ar an tseirbhís a chosaint agus cinnteoidh sé nó sí go mbeidh timpeallacht na seirbhíse sábháilte.
Faisnéis maidir le Comhlíonadh:
Sábháilteacht Ghinearálta Nuair a tháinig an cigire go dtí an tseirbhís bhí an príomhdhoras isteach faoi ghlas agus, nuair a osclaíodh an doras, bhí eochairshlabhra i bhfeidhm a ligeann don fhoireann an duine atá amuigh a fheiceáil sula gceadaítear dóibh dul isteach sa tseirbhís. Scaoil an fhoireann an cigire isteach tar éis doiciméid aitheantais a thabhairt ar aird agus iarradh ar an gcigire a cuid sonraí a scríobh síos i leabhar taifid na gcuairteoirí. Bhí na háiteanna spraoi lasmuigh iata agus chonacthas go raibh an príomhgheata isteach os comhair na seirbhíse daingnithe seachas nuair a bhí daoine ag teacht isteach sa tseirbhís nó ag imeacht uaithi. Sheas an fhoireann in áiteanna éagsúla ionas go bhféadfaidís na leanaí a choinneáil ina radharc i gcónaí chun maoirseacht a dhéanamh orthu agus iad ag súgradh amuigh faoin aer. Rinne an fhoireann seiceáil ar an áit spraoi lasmuigh sular úsáideadh é chun guaiseacha féideartha a shainaithint agus chun a chinntiú go raibh an príomhgheata isteach daingnithe. Ghearr an fhoireann fíonchaora iomlána a bhí curtha ar fáil ón mbaile i sneaiceanna na leanaí. Bhí cordaí na ndallóg ceangailte go daingean leis na gléasanna daingnithe a bhí ar fáil. Bhí an leithreas na ndaoine fásta agus an chistin dúnta go daingean chun cosc a chur ar leanaí teacht ar na limistéir seo. Stóráladh táirgí glantacháin sa chistin agus ní raibh rochtain ag na leanaí orthu.
Rialú Ionfhabhtuithe Fuarthas go raibh an tseirbhís glan agus chonacthas an fhoireann ag glanadh dromchlaí, e.g. na boird tar éis am sneaice. Bhí taifid ghlantacháin á gcoinneáil ag an bhfoireann agus bhí siad ar fáil lena scrúdú. Thug na leanaí a gcuid sneaiceanna isteach ón mbaile agus stóráladh aon bhia so-mheata amhail cáis agus liamhás i gcuisneoir faoin 5°C riachtanach. Bhí boscaí fíocháin ar fáil ar leibhéil ísle ionas gur féidir le leanaí a srón a ghlanadh nuair ba ghá. Spreag agus thacaigh an fhoireann leis na leanaí a lámha a ní ag príomh-amanna, mar shampla, tar éis an leithreas a úsáid agus roimh dóibh dul ag ithe. Cuireadh uisce te, leacht gallúnaí agus tuáillí páipéir ar fáil chun na lámha a ní agus a thriomú.
Dáileadh Cógas:

Chuir an fhoireann in iúl don chigire nach raibh gá le cógas a dháileadh ar aon duine de na leanaí ar bhonn rialta sa tseirbhís. Bhí polasaí um dháileadh cógas i bhfeidhm sa tseirbhís agus foirmeacha Dáileadh Cógais ar fáil chun sonraí a thaifeadadh sa chás go raibh gá le cógas a thabhairt do leanaí.
Sábháilteacht Dóiteáin: Chonacthas go raibh na bealaí éalaithe éigeandála saor ó bhac le linn na cigireachta.

Cuid VI – Sábháilteacht
Rialachán 25 - Garchabhair
(1) Cinnteoidh soláthraí cláraithe go mbeidh duine atá oilte ar gharchabhair do leanaí ar fáil láithreach i gcónaí do na leanaí a fhreastalaíonn ar an tseirbhís réamhscoil. *(2) Cinnteoidh soláthraí cláraithe go mbeidh bosca garchabhrach do leanaí a bhfuil an trealamh cuí ann—* *(a) stóráilte go sábháilte in áit fheiceálach san áitreabh ar féidir teacht air gan dua, agus* *(b) ar fáil i gcónaí do na leanaí a fhreastalaíonn ar an tseirbhís réamhscoile.*
Faisnéis maidir le Comhlíonadh:
(1) Chríochnaigh beirt bhall foirne oiliúint Garchabhrach (FAR) agus bhí teastais ar fáil le dul in éag ar an 10 agus 21 Samhain 2024 faoi seach. (2) (a) Stóráladh soláthairtí leordhóthanacha trealaimh gharchabhrach i Seomra 1 don líon leanaí a bhí ag freastal ar an tseirbhís i mboscaí garchabhrach so-aitheanta ag leibhéal ard as raon láimhe na leanaí. (b) Bhí an trealamh garchabhrach ar fáil go héasca dá mbeadh cóireáil gharchabhrach ag teastáil ó leanbh sa tseirbhís.

Cuid VI – Sábháilteacht
Rialachán 28 – Árachas
Cinnteoidh soláthraí cláraithe go mbeidh an tseirbhís réamhscoile faoi árachas leordhóthanach.
Faisnéis maidir le Comhlíonadh:
Bhí árachas i bhfeidhm ag an tseirbhís le haghaidh 22 leanbh ar a mhéid ag freastal ar sheirbhísí seisiúnacha ag aon am amháin agus bhí sé bailí go dtí an 27 Samhain 2024.

Early Years Inspectorate Regulatory Report
Pre School

TUSLA Identifier:	TU2015MO094

Name of Service:	Comhar Naíonraí na Gaeltachta Naíonra Thuar Mhic Éadaigh

Address of Service:	An tSraith, Tuar Mhic Éadaigh, Clár Chlainne Mhuiris, Condae Mhaigh Eo, Co. Mayo

Eircode:	F12 F663

Name of Registered Provider:	Ray Mac Pháidín

Service type:	Sessional

Date of Inspection:	13/05/2024

No of pre-school children:	AM	14	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

Comhar Naíonraí na Gaeltachta Naíonra Thuar Mhic Éadaigh is a sessional service located in a rural setting in a Gaeltacht area in Co. Mayo. The service is registered to cater for children aged from two to six years providing a session from 09:30-12:30 hours. The premises was previously used as a primary school with two interconnecting playrooms, a kitchen and sanitary facilities for children and staff in the service. The children have access to large outdoor play areas located to the rear and side of the premises.

Staffing

There were three staff working in the service at the time of the inspection including one staff employed under the Access and Inclusion Model 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/ safety/ premises and facilities. The inspection may also focus on other areas as required.

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

(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

(2) It was confirmed with the designated person in charge that there was one new staff working in the service since the most recent inspection of the 27 September 2021. The vetting documentation for the other staff members had been reviewed on previous inspections.

The following vetting information was available for the staff member new to the service:

(a) Two validated references from past employers including their most recent employer.

(c) Garda vetting disclosures had been obtained for all three staff. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) The vetting documentation on file showed that international police vetting was not required.

(4) All three staff members who worked directly with the children had held relevant qualifications in Early Childhood Care and Education at Level 5 or above.

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) On the inspector's unannounced arrival to the service there were 3 staff members working directly with the 14 children present. One child left the session early and an additional child subsequently arrived at the service so the maximum number of children on the day remained unchanged at 14.

(3) The minimum ratio of 1 adult to each 11 children for the age range of the children present attending sessional services was adhered to with 3 adults working with 14 children present during the session. A review of the attendance records in the roll book (*Leabhar Rolla*) showed that at least the minimum adult to children ratios were always adhered to.

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-

(c) an authorised person.

Compliance Information

(1) (a) to (i)

A random sample of 10 children's records was selected for review from the children currently enrolled in the service. All the records were found to contain the required information detailed under the regulation.

(3) (c)

The designated person in charge made the records available to the inspector in the service when requested to.

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.

(5) For the purposes of operating the pre-school service, a record referred to in paragraph (1) shall be open to inspection on the premises by an employee who is authorised in that behalf by the registered provider.

Compliance Information

(1) The following information was available in writing in the service:

(h) The name, position, qualifications and experience of each staff member in staff vetting files.

(b) Information on the service type and ages of children that the service is registered to provide services to.

(c) Details of the adult: child ratios provided in the service.

(d) Information on the service's type of care or programme.

(e) Details of the facilities available in the service.

(f) The service's hours of opening and fees.

(g) The service had copies of policies, procedures and statements in both Irish and English in folders titled Polasaithe agus Nósannna Imeachta Comhar Naíonraí na Gaeltachta/Policies and Procedures Comhar Naíonraí na Gaeltachta. Parents were also given a copy of a parent handbook/lámhleabhar an tuismitheora containing information on policies.

(i) The children's attendance was recorded by staff each day in the Leabhar Rolla/roll book.

(j) Staff daily attendance was also recorded in the Leabhar Rolla/roll book.

(k) Medication dispensing record/Taifead Dáileadh Cógais forms were available for staff to record any medication that was administered to children while in attendance in the service.

(l) Records of any accident or incident involving a child were recorded in triplicate in the accident and incident book/ leabhar timpiste agus ecahtraí. The staff informed the inspector that a copy was given to the child's parents and the other copies were stored in the child's individual folder and available for inspection.

(3) The service records were made available to the inspector in the service by the designated person in charge on request.

(5) The designated person in charge had access to the required service records on the premises.

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

Tables waist-high to the children and chairs appropriate to the heights and developmental stages of the children were provided in both playrooms for activities including tabletop work, group activities and mealtimes. Outdoors, the children and staff had access to wooden seats and tables. Soft seating and wipeable circular cushions were accessible to the children in Seomra 2 if they wished to rest or sit and look at a book.

The children had access to wide varieties of play equipment and toys both indoors and outdoors. The service was in a rural community which was reflected in some of the play equipment available for example the supply of tractors and wooden farm in Seomra 2 and farm animals such as cattle in Seomra 1. Natural materials such as turf, pinecones, shells and wood were included in materials indoors and displayed on a low-level nature table in Seomra 1. The play equipment and toys were labelled in Irish and stored at low levels allowing the children to view them and chose their preferred play activities. Seomra 1 held a large amount of tabletop activities including jigsaw puzzles, dressing frames, linking and stacking activities. Messy play was supported indoors with a sand-table and plastic utensils. A large sand area was also provided outdoors where the children enjoyed digging on the day. Painting and artwork equipment was stored in the Seomra 1 and children painted pictures during the session in the room. There were construction toys available in both rooms including wooden train and tracks in Seomra 1. The outdoor play areas were well developed offering a range of opportunities for play. The tarmac surfaced yard to the rear of the premises had several brightly painted wooden shelters named the "oifig an phoist"/post office and the "siopa"/shop. There was also a wooden "stáisiún peitril"/petrol station with wooden petrol pumps where the children pretended to refuel some of the ride on toys provided. A large enclosed grassed area to the side of the premises had climbing systems and slides to encourage physical activity and gross motor development. Wooden planting areas had been planted with vegetables by the staff and children. A further shelter had equipment for imaginative play including a kitchen where some children made "dinner". Seomra 2 also had a kitchen area and was well stocked with items including plastic food and toy kitchen items. Dress up clothing and props such as toy medical equipment were available in the "gléasadh susas"/dressing up area in Seomra 2.

The equipment and play materials were well maintained by the service with cleaning schedules and records available.

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: On the inspector's arrival to the service the main entrance door was secured and when the door was opened there was a key chain in place allowing staff to view people before allowing admission to the service. The inspector was admitted by the staff following production of identification documentation and requested to provide details of attendance in the visitor record book. The outdoor areas were enclosed and the main entrance gate at the front of the service was observed to be secured apart from when people entered or left the premises. Staff positioned themselves so that they could keep children in their line of vision at all times to supervise them when playing outdoors. The staff carried out a check of the outdoor area before using it to identify any potential hazards and ensure the main entrance gate was secured. The staff chopped whole grapes appropriately that had been supplied from home in children's snack food. Blind cords on the windows were secured using the securing devices provided. The adult sanitary unit and kitchen were secured to prevent children from accessing these areas. Cleaning products were stored in the kitchen and inaccessible to children.
Infection Control: The service was found to be clean with staff observed to clean down surfaces for example tables after snack time. Records of cleaning were kept by the staff and available for inspection. The children's snacks provided from home containing perishable foods such as cheese and ham were stored in a refrigerator under the required 5°C. Boxes of tissues were available at low levels for children to clean their noses with when needed. The staff prompted and supported the children to wash their hands at key moments for example after using the toilet and before eating. Warm water, liquid soap and paper towels were provided for handwashing and drying purposes.
Administration of Medication: The staff informed the inspector that none of the children required medication to be administered routinely in the service. The service had a medication administration policy in place and medication dispensing record *(Taifead Dáileadh Cógais*) forms were available to record details if medication was needed to be administered to children.
Fire Safety: The emergency exits 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 had completed First Aid Response (FAR) training with certificates available due to expire on the 10 and 21 of November 2024 respectively. (2) (a) Adequate supplies of first aid equipment for the number of children attending the service were stored in easily identifiable first aid boxes at a high level out of reach of children in Seomra 1. (b) The first aid equipment was readily available if a child required first aid treatment in the service.

Part VI – Safety
Regulation 28 – Insurance
A registered provider shall ensure that the pre-school service is adequately insured.
Compliance Information
The service had insurance in place for a maximum of 22 children attending sessional services at any one time valid until the 27 November 2024.