

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015RN018
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<b>Name of Service:</b>	Frenchpark and Districts Childcare CLG
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<b>Address of Service:</b>	Corskeagh Estate, Corskeagh, Frenchpark, Co. Roscommon
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<b>Eircode:</b>	F45 Y860
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<b>Name of Registered Provider:</b>	Sinead Devine
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<b>Service type:</b>	Full Day, Part Time, Sessional
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<b>Date of Inspection:</b>	04/12/2024
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<b>No of pre-school children:</b>	AM	54	PM	31
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<b>Address of the Early Years Inspectorate:</b>	Early Year's Inspectorate, TUSLA, Child and Family Agency, Government Buildings, Convent Road, Roscommon, Co. Roscommon.
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<b>Inspection undertaken by:</b>	A Kennedy and M Farrell
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<b>Title:</b>	Early Years Inspectors
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### Authority to Inspect

The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(J) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).

<b>Conditions if applicable</b>	Not applicable
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### Description of service

This community operated pre-school was established in 2004. The service offers full day care and part time care provision from 8.00hrs to 18.00hrs, for children aged between 0 to 6 years, from Monday to Friday. Additionally, an Early Childhood Care and Education (ECCE) pre-school care programmes and sessional care programmes is offered. The service also operates a breakfast club and afterschool programme for school aged children. The service currently caters for a maximum number of 84 children, at any one time. There are six playrooms, the Baby room, the Toddler room, the Full day care room 1 and Full day care room 2, the Lunchroom are on the ground floor, while the sessional room is on the first floor. It is acknowledged on the day of inspection; the Baby room was not in use and the Lunchroom was solely used for the school aged children. There is a designated kitchen where the main meals are prepared, cooked, and stored on site. There is a dedicated sleep room with six cots, four sleep beds and eight stackable beds available for younger children requiring sleep provision. There are outdoor play areas to the rear and sides of the premises.

### Staffing

The registered provider is supernumerary and not on the premises daily. There is a named person in charge and a deputy person in charge. Thirty staff files were reviewed. Twenty staff hold a Quality and Qualifications Ireland (QQI) at a Level 5 to 8, in Early Childhood Care and Education. The staff have documentary evidence of ongoing training and education. There is a designated business manager, three office administrators, a cleaner and a caretaker. There are four staff designated to kitchen duties who prepare, cook, and serve the service meals / snacks. Additionally, there are two staff designated solely to the care of the school aged children.

### 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.

The inspection focused on an examination of compliance under sections of regulations 9, 11, 22, 23, 25, 26, 28 and 29. 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 business manager, childcare manager, 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

(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 there was a named person available to deputise in the service.

(b) The person in charge was on the premises when the early years inspectors arrived and remained on site for the duration of the inspection. Staff rosters indicated that either the designated person in charge or deputy were available, on the premises, at all times, when the pre-school children were present.

(2) The following vetting documents were available on file in the service for the twenty-nine staff members and a student on a work experience placement.

- (a) Two written validated references from past employers including their most recent employer for seventeen staff members and one written reference from their past employer was available for nine staff.

- (b) Twelve staff members had written validated references from sources other than past employers and on file.
- (c) Garda vetting disclosures had been obtained for all staff. However, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under regulation 23 of this report.
- (d) International police vetting was available for five staff members who had lived outside of the state for more than six months as adults.

(4) There was evidence of the required qualification in Early Childhood Care and Education or equivalent on file for eighteen staff members who worked directly with the children.

### Non-Compliance Information

(2)(a) and (b) There was no evidence of validation of three references relating to two staff members

(d) The police vetting on file for one adult who had resided outside of the state for a period in excess of six months was not accepted as it was a basic disclosure.

It could not be ascertained if two adults required police vetting as there were gaps in their employment histories.

(4) The information available in relation to the qualifications for three staff members was insufficient to show that it met the requirements of the regulation.

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

#### Corrective and Preventive Action

On 7<sup>th</sup> of February the designated person in charge submitted a written response to state;

(2)(a) and (b)

All three references were sourced and verified.

All new staff will have two references (one from most recent employer) verified before commencing work in the service. There is a checklist which has been added to the front of all staff folders which outlines the requirements (including references) and management will ensure all checklists are complete and in order for all staff members at all times

(d) Vetting for both of the adults who had resided outside of the state for a period in excess of six months was obtained. A full disclosure was obtained to replace the basic disclosure.

The two adults also submitted an updated CV's to show when they had been out of the country.

The checklist details vetting required, and this will be checked by management prior to individuals starting work in the setting.

(4) Sufficient certificates were obtained for the three staff members

This area is also highlighted on the checklist and will be checked by management prior to commencing in the service.

**Supporting documentation submitted**

Three photos of references for two staff members.

Photos of CV's and updated vetting.

Confirmed qualifications submitted.

**Summary Comment**

The inspectors have reviewed the actions taken and evidence submitted.

The non-compliances identified under Regulation 9 have been adequately addressed.

**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 11 adults working directly with 54 children on the morning of the inspection when the inspectors' arrived unannounced. 8 adults worked directly with 31 children during the afternoon. Adequate staff were available during the inspection to work directly with the children and provide relief cover for breaks ensuring that adequate numbers of staff were always available.

(2)

The person in charge ensured that the minimum ratio of adults to children specified was maintained.

On the morning of the inspection, there were 54 children present:

- 8 children were aged between 1 to 3 years,
- 46 children were aged between 3 to 5 years.

There were thirteen staff directly caring for these children. Additionally, the person in charge acted as childcare relief and assisted with the administration parts of the inspection.

There were two staff designated to kitchen duties, preparing, and serving the service meals.

There was also a cleaner and two office administrators were on duty.

In the afternoon, there were 31 children present

- 7 children were aged between 1 to 3 years,
- 24 children were aged between 3 to 5 years.

There were nine staff directly caring for these children. Additionally, the person in charge acted as childcare relief and assisted with the administration parts of the inspection. There were two staff designated to kitchen duties, preparing, and serving the service meals. There was also a cleaner, caretaker and two office administrators on duty.

(8)(a)

The registered provider ensured that there were always two staff on the premises while the service was operating.

### 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

- There was a healthy eating policy in the service. The person in charge advised that healthy eating was promoted within the service by visual aids, and adherence to best practice guidelines.
- The service had a designated kitchen staff /chefs who prepared and cooked the meals and snacks. All meals and snacks were provided by the service, for children attending on a full day care / part time basis.
- From 08:00hrs to 8:30hrs children were provided with breakfast to consist of a selection of cereals, toast with milk or water to drink
- At 9:30hrs the children had their morning snack of bread rolls, ham, cucumber and banana with milk or water to drink.
- At 12.00hrs, the main meal of chicken goujons, mashed potato, beans and corn was offered to the children.
- An afternoon meal of vegetable soup and bread rolls was provided for the children.

- At 16.30hrs, the children had the opportunity for a further snack of fruit pieces with milk to drink.
- At each meal and snack the children had the opportunity for second portions and/or an alternative.
- Cutlery, plates, and crockery were offered for children's meal/snack times.
- Drinking water was available and accessible to children in each playroom.

### 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 external doors were appropriately secured to prevent a child gaining unsupervised access and unauthorised persons gaining access to the premises.
- The external outdoor play areas were secured by fencing and a gate so that unauthorised persons could not access or enter the areas and children could not exit unsupervised.
- The door into the kitchen, office, storerooms and staff room had a system of security.
- All toys and play equipment were observed to be safe and in good condition.
- There were high-level windows in the playrooms, as a safety security precaution.
- Leads, cables, and flexes were wall mounted to prevent any trip or strangulation hazard.
- The heating system was thermostatically controlled, to ensure the temperature was maintained between 18°C to 22°C.
- Water temperature readings were below the recommended 43°C reducing a risk of scalding.

##### Infection Control:

- Staff prompted and supervised the children to wash their hands before eating, following nappy changing / toileting, messy play, and outdoor play.
- Adequate liquid soap and paper towels were available at the wash hand basins in the sanitary areas and the playrooms.
- There was a designated nappy changing area. The nappy mat was intact. The children's barrier creams were individually labelled. Plastic aprons and gloves were provided for staff to wear when changing nappies.

- The toys and play equipment were maintained in a clean and hygienic condition.
- There were suitable cleaning products available in the service.
- Adequate supplies of disposable tissues were readily available in each of the playrooms.
- There were foot pedaled lidded bins in the sanitary areas and playrooms.

### Administration of Medication:

- Medication was not observed to be administered to any child during the inspection. The staff were aware of safe procedures for storing and administering medication.

### Safe Sleep:

- There was a designated room off the baby room with six cots, four sleep beds and eight stackable beds for younger children's sleep provision.
- On the day of inspection, children were observed sleeping after their main meal, in the designated sleep room.
- The sleep policy detailed the correct temperature, lighting, ventilation, space between cots and child safety requirements.
- The inspectors observed and documentary evidence showed that the staff physically checked sleeping children every 10 minutes. The service kept documented sleep records. Records for sleeping children included a record of the room temperature and the position, colour and breathing of the child (as per the safe sleep for under 2's best practice guidelines for childcare services policy) and the signature of the staff member who checks the sleeping child.
- A supply of clean linen was available for each child.

### Fire Safety:

- The emergency exit routes were observed to be free from obstruction during the inspection.

### Outings:

- On the inspectors' arrival to the service, children from the Full day care room 1 were visiting a nearby community sensory garden that the staff informed the inspectors was treated as an outing. The staff had completed a risk assessment in relation to visits to the sensory garden. Staff had brought a first aid kit and the children's attendance record book with them on the outing.

### Non-Compliance Information

#### General Safety:

1. Visibility stickers/artwork were not provided one of the double doors in the Full day care room 1 which could pose a potential safety concern.

2. An electric cable from the stereo in the sessional preschool room was trailing and could pose risk of injury to a preschool child.
3. Garda vetting was available for the thirty staff members. However, two of these vetting disclosures were not dated within the previous three years and were not in adherence to the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

### Infection Control:

4. Two soft seatings in the full day care room 1 were worn and ripped and could prove difficult to effectively clean

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

On 7<sup>th</sup> of February the designated person in charge submitted a written response to state.

#### General Safety:

1. Visibility stripes have been added to the double doors in the full day care room 1. The caretaker will undertake daily checks to ensure that all rooms and areas used by children are compliant and safe. All room leaders will also undertake daily checks, and any maintenance issues will be added to the maintenance log which is checked daily by the caretaker.
2. The cable was secured with electrical clips. All room leaders will undertake daily compliance risk assessment checks to ensure there are no dangers to children. Management will also carry out spot checks.
3. Updated Garda Vetting was obtained for two staff members. Garda vetting is also highlighted on the staff training list and management will frequently check this to ensure that all staff's garda vetting is within the required date range

#### Infection Control:

4. Two new soft seats were purchased. Room leaders have been reminded to undertake daily checks within the room and outdoor areas to ensure all items and materials used by children or accessible to children are safe and fit for purpose. Management will also carry out spot checks to ensure compliance.

#### Supporting documentation submitted

#### General Safety:

1. Photo of door with visibility strips fitted in the full day care room 1.
2. Photo of secured cable in the sessional preschool room
3. Evidence of garda vetting submitted.

**Infection Control:**

- 4. Photo of new seats.

**Summary Comment**

The inspectors have reviewed the actions taken and evidence submitted. The non-compliances identified under Regulation 23 have been adequately addressed and will be reviewed on next 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) Thirteen members of staff had undertaken First Aid Response (FAR) training with certificates available for inspection.
- (2) (a) There were suitably equipped and labelled first aid boxes stored out of reach of the children in the playrooms.
- (b) The first aid equipment was easily available if a child required first aid treatment in the service.

**Part VI - Safety**

**Regulation 26 - Fire safety measures**

*(1) A registered provider shall ensure that a record in writing is kept of-*

- (b) the number, type and maintenance record of fire fighting equipment and smoke alarms in the premises.*

**Compliance Information**

- (1)
- (b) Records were available in relation to the number, type, and maintenance of fire-fighting equipment with the annual service dated 2nd of December 2024. The smoke and fire detection alarm system for the premises had the last annual service dated 9<sup>th</sup> of September 2024.

### Part VI - Safety

#### Regulation 28 - Insurance

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

#### Compliance Information

The service had a certificate of insurance for a maximum of 130 children attending full day care services with an expiry date of the 27 March 2025.