

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015RN053
<b>Name of Service:</b>	Tir na nOg Pre-School
<b>Address of Service:</b>	Ishlaun, Ballaghadereen, Co. Roscommon
<b>Eircode:</b>	F45 KN12
<b>Name of Registered Provider:</b>	Eileen O'Grady-Jordan
<b>Service type:</b>	Sessional
<b>Date of Inspection:</b>	15/01/2025
<b>No of pre-school children:</b>	AM 22 PM 10

<b>Address of the Early Years Inspectorate:</b>	Early Year's Inspectorate, TUSLA, Child and Family Agency, Government buildings, Convent road, Roscommon town. Co Roscommon
<b>Inspection undertaken by:</b>	A. Kennedy
<b>Title:</b>	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).

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

This privately operated childcare sessional service is located on the outskirts of the town of Ballaghaderreen, Co Roscommon. It is a purpose-built facility adjoining the registered providers' residence. The registered provider operates two sessions - a morning session from 8:45am to 11:45am and an afternoon session from 12:md to 15::00pm daily Monday to Friday for 38 weeks of the year. The service is provided for children from 2 to 6 years. The service consists of an entrance lobby, a large preschool room and sanitary accommodation. An outdoor play area and an enclosed play area is located to the rear of the premises.

### Staffing

The registered provider was the designated person in charge on the day of the inspection and a deputy available in her absence Four adults are employed in the morning session and three adults work in the afternoon session up to 13:00hrs and two adults are employed from 13:00hrs to 15:00hrs in the afternoon session.

A relief arrangement is in place in event of staff absence.

All staff working with the children have completed training in early childhood care and education at level 5 and three adults have completed a level 6 in early childhood care and education.

### 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 an examination of compliance under sections of regulations 9, 11, 22, 23, 25, 26 ,28 and 29, however, on inspection an additional non-compliance which posed a risk was identified under Regulation 8. 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 registered provider, staff and children who were present on the day of the inspection.

## Part II - Registration and Register

### Regulation 8 - Notification of change in circumstances

*(1) A registered provider of a pre-school service other than a temporary pre-school service shall, subject to paragraph (3), notify the Agency in writing of any proposed change in the details in relation to the pre-school service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2) at least 60 days before it is proposed that the change would take effect.*

*(3) Where a registered provider has been unable for good and proper reason to notify the Agency within the time specified in paragraph (1) or (2), as the case may be, of a change in the details in relation to the pre-school service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2), the registered provider shall notify the Agency in writing of the change as soon as possible thereafter.*

### Non-Compliance Information

It was observed on inspection that three children who had attended the morning session remained on the premises for the afternoon session. The children attending the service over the required hours exceeded the sessional hours that the service is registered.

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

#### Corrective and Preventive Action

The registered provider submitted a written response to the office of the early years inspectorate to advise that

The service has submitted a change in circumstance to operate a full day care service from 8-30 am to 3.30 pm and this has been approved on 13/03/2025.

### **Supporting documentation submitted**

Evidence of the approved change in circumstance was sent to the office of the early year's inspectorate on 13/03/2025.

### **Summary Comment**

The Early Years Inspectorate has assessed the actions taken and the evidence submitted and deems it to meet Regulation 8.

## 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*
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.*

*(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 person available to deputise in the service.

(b) The registered provider was on the premises when the early years inspector arrived and remained on site for the duration of the inspection.

The staff rosters indicated that either the designated person in charge or deputy were available on the premises, at all times when pre-school children were present.

(2) The vetting files for four staff were reviewed.

(a) 3 of the 8 written validated references on file in respect of the staff were from a past employer.

(b) 5 of the 8 written validated references from sources other than past employers for three staff members

(c) Garda vetting disclosures for four adults employed in the service.

The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Police vetting was on file for one staff who had resided outside the jurisdiction for a period of 6 months as an adult.

(4) The four staff working directly with the children, had evidence of a childcare qualification to at least a major award in Early Childhood Care and Education from level 5 to level 6 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

### 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 day of the inspection the children were aged between two to five years.
- There were four adults working directly with twenty-two children in the morning session. Three adults were working until 13:00hrs with ten children. Two adults were working with ten children from 13:00hrs to 15:00hrs in the afternoon session.
- (3) The appropriate adult/child ratios were maintained throughout the inspection.

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

#### Regulation 19 - Health, welfare and development of child

- (1) A registered provider shall, in providing a pre-school service, ensure that-*
- (a) each child's learning, development and well-being is facilitated within the daily life of the pre-school service through the provision of the appropriate activities, interaction, materials and equipment, having regard to the age and stage of development of the child, and*
- (b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.*

#### Compliance Information

- (1)(a) and (b)
- Hand washing was carried out regularly in the setting by the children with gentle reminders from the adults after toileting, prior to consuming snack and after messy play.
- The children sat at low tables for their morning snack accompanied by the adults in the preschool room.
- Adequate tables and chairs were provided for the children, and they were encouraged to self-feed and assisted by the staff if necessary.

A healthy eating policy was in place in the service. It was observed that the children in the morning session consumed their snack at 11.15am and it was advised by the adults that the children attending the afternoon session consumed their snack at 2pm. There was evidence of healthy eating with the children consuming a selection of fresh fruit and vegetables to include melons, apples, strawberries, raspberries, grapes and a selection of crackers, wraps, sandwiches, rice cakes, and cheese.

The children consumed water and juice as their drinks provided from home.

The snack time was unhurried, and the children were encouraged to be independent.

There was a cosy area in the preschool room which could be adapted as a rest area for the children to rest or opt out of activities if they so wished.

The children were encouraged by the adults to do things for themselves and be self-caring around their toileting needs and were afforded privacy and dignity when using the toilets and having their nappy/pull up changed. They enjoyed freedom of movement within the playroom and the enclosed sheltered space throughout the session.

The pre-school room was spacious, bright and colourful. The room was laid out with clearly defined areas of play to include a large storage cabinet with an abundance of arts and crafts supplies to include paint, glue, brushes foam shapes, scissors, glitter, sponges, paper and card.

Large- and small-scale construction, manipulative materials; picture books, problem solving toys, role and pretend play, messy play, small world toys and a garage were available

A soft seated area was provided for circle time activities and as a reading area should a child wish to relax or opt out of activities.

Wall art and visual displays added additional decorative features to the indoor play environment.

Low level tables and chairs were in place and low-level shelving with equipment and materials were accessible to the children.

The outdoor play areas were located to the rear of the pre-school premises. It incorporated a large enclosed sheltered play area to enable children play in inclement weather, a grassed area and two cemented areas for children's play. The enclosed sheltered play area had a large climbing frame with a playhouse and an area was also assigned for messy play activities to include paint, chalk, sand and water play. A cement area was provided for bikes and trikes, and a covered shelter was provided to store the bikes and trikes. An additional play space was also provided to the front of the enclosed sheltered play area with a selection of playhouses and mud kitchens. and a grassed area was equipped with a seesaw, swing sets, slides and a climbing frame was provided to the side of the enclosed play area.

## 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:

- Waste disposal facilities were inaccessible to the preschool children.
- The entrance door of the pre-school service was secured on arrival to the service and remained secured throughout the inspection thus preventing children from exiting and unauthorised persons from entering the premises.
- A lock was provided on the gate in the outdoor area to prevent a child from exiting and unauthorised person from entering the area.
- Cleaning products were stored in a high shelf in the lobby area of the sanitary accomodation and on a high shelf in the preschool room which were inaccessible to the preschool children.
- There were no trailing flexes in the service.
- Daily records of attendance were kept for all of children attending the playroom.
- A staff member accompanied children to the sanitary area to ensure child safety.
- The fire exit routes in the playroom and the hallway were free from obstruction.
- An additional eye/hooks mechanism were fitted on the main door and the back door leading to the outdoor area to prevent a child gaining access to these areas unsupervised.
- Toys and play equipment were non-toxic and in good condition

##### Infection Control:

- A dispenser with disposable paper towels was wall mounted beside the wash hand basins in the sanitary accomodation, and liquid soap was provided.
- The openable windows in the playroom ensured a good flow of fresh air directly from outside into the room when children played indoors.
- Foot pedal operated lidded bins were provided in the service for the disposal of waste.
- A refrigerator was available in the entrance lobby area for the storage of the children's perishable foods.

- The water in the sanitary areas was thermostatically controlled to ensure effective hand washing. The temperatures taken on the day was 39.9°C which is within the recommended range of maximum 43°C for effective handwashing.

### Administration of Medication:

- Through discussion with the inspector, the registered provider advised that one child is on medication and a care plan is in place for this child.
- The staff demonstrated that they were aware of the correct procedures for the administration of medicines.
- The staff demonstrated knowledge of safe practices with regards to the safe storage and administration of medication should it be required.

### Fire Safety:

- All exit routes from the service were free from obstruction during the inspection
- Monthly fire drills were carried out on the premises to ensure the children were familiar with the procedure in event of an emergency.

## Part VI - Safety

### Regulation 25 - First aid

*(1) A registered provider shall ensure that a person trained in first aid for children is, at all times, immediately available to the children attending the pre-school service.*

*(2) A registered provider shall ensure that a suitably equipped first aid box for children-*

*(a) is safely stored in an easily accessible and conspicuous position on the premises, and*

*(b) is available to the children attending the pre-school service at all times.*

### Compliance Information

(1) The service had a person trained in first aid for children available at all times.

The registered provider informed the inspector on the day of inspection that four other staff have attended training and are awaiting their certificates. It is acknowledged that the registered provider advised that the certificates would be sent to the office of the early years inspectorate once received

(2)(a) There was a first aid box with content items within date, safely stored, easily accessible and stored in a conspicuous position in the lobby area off the preschool room.

(b) The service demonstrated that the first aid box was fully equipped and available to the children attending the pre-school.

### 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) Arrangements were in place to record monthly fire drills. The last documented fire drill was dated 16<sup>th</sup> of January 2025.

(b) A record of maintenance of firefighting equipment confirmed that the extinguishers were serviced on 13<sup>th</sup> of May 2024 April 2020

(4) A notice of the procedures to be followed in the event of a fire was displayed on the walls in the playrooms.

#### Non-Compliance Information

(1)(b) Records of the annual servicing by a competent person, of the smoke alarm was not available.

The last documented record displayed was dated 26<sup>th</sup> of January 2022.

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

##### Corrective and Preventive Action

(1)(b) The registered provider submitted a written response to the office of the early years inspectorate to advise that the fire alarm system has been serviced on 17<sup>th</sup> of February 2025 and the company have agreed to service the system annually.

### **Supporting documentation submitted**

Photographic evidence was submitted to the office of the early years inspectorate to advise of the servicing of the fire alarm system.

### **Summary Comment**

The Early Years Inspectorate has assessed the actions taken and the evidence submitted and deems it to meet Regulation 26.

## Part VI - Safety

### Regulation 28 - Insurance

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

### **Compliance Information**

The service's insurance with an expiry date of 27/03/2025 covered 22 sessional children and the additional sessional service and included the following,

- public liability,
- personal accident,
- insurance against fire and theft,
- outings undertaken as part of the service

## Part VII - Premises and Space Requirements

### Regulation 29 - Premises

*A registered provider shall ensure that the premises of the service are-*

- (a) of sound and stable structure,*
- (b) safe and secure,*
- (c) kept adequately lit, heated and ventilated*
- (d) cleaned, maintained and repaired, as required, and*
- (e) equipped with adequate and suitable sanitary facilities.*

### **Compliance Information**

(a)The service was maintained in an appropriate and adequate state of repair.

(b)The entrance into the service and the outdoor play areas were adequately secured to prevent a child exiting and an unauthorised person entering the premises.

(c)The playroom was adequately lit, ventilated, and heated.

(d)The premises was maintained in a clean and hygienic condition.

(e)The sanitary facilities were adequate for the needs and requirements of the children and staff attending the service.

A separate dedicated wash basin for nappy changing was available.