

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015TY088
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Name of Service:	Bright Beginnings
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Address of Service:	The Steeples, Dualla Road, Cashel, Co. Tipperary
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Name of Registered Provider:	Anne-Marie Ryan
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Service type:	Full Day, Part Time, Sessional
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Date of Inspection:	07/03/2024
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No of pre-school children:	AM	38	PM	29
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Address of the Early Years Inspectorate:	Tusla Child and Family Agency, Glenmorgan Building, Ferryhouse, Clonmel, Tipperary.
Inspection undertaken by:	E Cullen
Title:	Early Years Inspector

Authority to Inspect

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

Conditions if applicable	Not applicable
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Description of service

Bright Beginnings is a private early years service which was established in 2009 and offers full day, part time and sessional care service. The service operates 07:30 to 18:30, Monday to Friday. The service located in a detached purpose-built premises off the Dualla road, close to Cashel town centre. There are four early years rooms, a designated sleep room, kitchen and enclosed outdoor area.

Staffing

There are a total of seventeen staff working in the service, which includes staff working directly with children, an office administrator, a chef and caretaker. The centre manager was the designated person in charge on the day of inspection. The registered provider does not work directly in the service. Staff members held qualifications in Early Childhood Education and Care at Level 5, 6, and 8 on the National Framework of Qualifications.

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, health, welfare and development of child and safety. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9 (1)(2)(4) – Management and Recruitment, 11 (1)(4) – Staffing levels, 15 – Record of a pre-school child, 16 (h,i,j,k)- Record in relation to pre-school service, 19 (1)(b)- Health, welfare and development of child, 23- Safeguarding health, safety and welfare of

child, 24 - Checking in and out and record of attendance. These findings are outlined within the relevant regulations within this report.

A sampling process was used to assess compliance under regulation 15 – Record of a pre-school child, 16 - Record in relation to pre-school service 19 (1)(b)- Health, welfare and development of child As a result, the scope of the inspection included rooms Lilliput, Narnia and Wonderland.

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

(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)(b) There was a designated person in charge on the day of inspection and a named person was available to deputise as required.

(2) Documentation was reviewed for two staff members who commenced employment in the service since the last inspection.

(a)(b) Four references were available for each staff member from either a past employer, or from a reputable source, of which two were validated by the registered provider.

(c) Garda vetting disclosures had been obtained for each staff member.

(d) Police vetting was not required as no staff member had lived outside the state for a period over 6 months.

(4) A certificate of qualification was available on file demonstrating that one staff member held a qualification at the minimum level 5 and above on the National Framework of Qualifications.

Non-Compliance Information

(2)(a)(b) Two references which were available for one staff member from either a past employer, or from a reputable source had not been validated by the registered provider. This non-compliance was previously identified on inspection 11 September 2023 and the preventative actions as stated by the provider “The designated person will ensure this process is completed prior to any new employees starting” did not prevent a reoccurrence.

(4) It is acknowledged that a provisional statement of results was available for one staff member, however it could not be determined if this documentation met the minimum qualification requirements as detailed by the Department of Children, Equality, Disability, Integration and Youth.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(2)(a)(b) (4) The staff member has ceased employment in the service. Designated person will ensure that all new employee reference checks are completed prior to employment commencing and submit correct qualification requirements.

Supporting documentation submitted

No evidence submitted.

Summary Comment

Actions submitted meet the requirements Child Care Act 1991 (Early Years Services) Regulations 2016.

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.

(4) Subject to paragraph (5), where a registered provider contemporaneously provides-

(a) a sessional pre-school service, and

(b) a full day care service or a part-time day care service, or both, the minimum ratio of adults to children applicable for the duration of the sessional pre-school service in respect of the children attending that service shall be the ratio specified in paragraph (3).

Compliance Information

(1) On the day of inspection there were adequate numbers of staff were working directly with the children at all times. The designated person in charge and additional staff members were available to provide cover in each room throughout the day.

(2) On the morning of the inspection, the staff to child ratios were maintained as follows throughout the service:

- In the Lilliput room, there were 4 children aged 1 to 2 years old being cared for by 1 staff.
- In the Narnia room, there were 8 children aged 20 months to 3 years old being cared for by 2 staff.
- In the Wonderland room, there were 11 children aged 3 to 5 years old being cared for by 2 staff.
- In the Neverland room, there were 15 children aged 3 to 6 years old being cared for by 2 staff.

During the afternoon of the inspection, the staff to child ratios were maintained as follows throughout the service:

- In the Lilliput room, there were 5 children aged 1 to 2 years old being cared for by 1 staff.
- In the Narnia room, there were 9 children aged 20 months to 3 years old being cared for by 2 staff.
- In the Wonderland room, there were 6 children aged 3 to 5 years old being cared for by 1 staff.

- In the Neverland room, there were 9 children aged 3 to 6 years old being cared for by 2 staff.

(4)(a)(b) During the hours of operation of the service sessional programme the staff to child ratios were adequately maintained.

Part IV – Information and Records

Regulation 15 – Record of pre-school child

(1) A registered provider of a pre-school service other than a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that a record in writing is kept in respect of each pre-school child attending the service containing the following particulars:

- (a) the name and date of birth of the child;*
- (b) the date on which the child first attended the service;*
- (c) the date on which the child ceased to attend the service;*
- (d) the name and address of a parent or guardian of the child and a telephone number where that parent or guardian or a relative or friend of the child can be contacted during the hours of operation of the service;*
- (e) authorisation for the collection of the child;*
- (f) details of any illness, disability, allergy or special need of the child, together with all the information relevant to the provision of special care or attention;*
- (g) the name and telephone number of the child's registered medical practitioner;*
- (h) record of immunisations, if any, received by the child;*
- (i) written parental consent for appropriate medical treatment of the child in the event of an emergency.*

Compliance Information

(1)(a) – (i) Prior to a child commencing in the service, all parents and guardians were issued with a child registration form. This registration form was developed by the service and contained all of the required information for parents and guardians to complete.

A sample of twenty child registration forms were reviewed on the day of inspection, and all were completed in full with appropriate declarations signed by parents and/or guardians.

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:

- (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.*

Compliance Information

(1)((i)(j)(k))

The registered provider ensured that all relevant information was accessible and available for inspection by authorised persons. Staff rosters were available on a staff notice board. Each early years room was responsible for maintaining administration of medication and any accident or incident records, each of which were stored on individual children’s records.

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-

- (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

All snacks and meals were prepared onsite by the service chef. A menu plan was available for parents to view on the parent’s notice board. The morning snack consisted of fresh fruit, yogurt and pancakes and a hot meal served was at lunch which was a bolognaise pasta with a side of garlic bread. Extra portions were available if required. Drinks were freely accessible to the children on low level shelves in each classroom throughout the day. Mealtimes observed were unhurried social experiences in all rooms, staff sat with children and engaged in conversation. The children were encouraged to feed themselves appropriate to their stage of development and were assisted as required. For children’s birthdays the chef prepares a cake for the child to celebrate with their peers.

Regular nappy changing took place throughout the day and staff were observed to engage attentively with children during the process. Children who were toilet trained were encouraged to use the toilet independently and handwashing was promoted after both nappy changing and toileting. Attention was given to children's appearance with staff observed to clean children's faces and hands and change clothes as needed throughout the day.

Sleep was child led and staff worked in partnership with parents to ensure consistency between home and service routines. Rooms used for sleeping were sufficiently dark and quiet to promote a restful sleep. Low-level floor beds were available to meet the sleep needs of children over 2 years of age.

Children had free movement and choice of activities in all rooms observed on the day. An outdoor rota was displayed in each room and children were observed in the outdoor area throughout the day.

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:

There was a buzzer entry and exit system in place on the main entrance door of the building to prevent unauthorised persons gaining entry or children exiting unsupervised. The kitchen and staff areas were inaccessible to children. All cleaning agents were stored safely and out of reach of children.

All blind cords were securely mounted out of reach of children and safety catches were attached to all windows which posed a risk to children. Room temperatures were monitored in each room by staff, temperatures were maintained between the required 18°C to 22°C in the early years rooms.

All tables and chairs used by children were in good condition and suitable for use by the age range of children using them. The outdoor play area was maintained to a good standard and free from hazards.

Infection Control:

The service was clean and well maintained with cleaning schedules maintained daily by staff. Children were observed washing their hands before eating and after nappy changing. There was warm running water, liquid soap and paper hand towels available for hand washing throughout the service. Hand washing facilities were adequately stocked with paper hand towels and liquid.

During nappy changing processes observed, staff adhered to the services nappy changing policy. Staff ensured that gloves and aprons were worn during the nappy changing process and both child and staff hands were washed after nappy changing had taken place.

Cots and low-level beds were spaced the required 50cm apart, there was a system in place to launder bed linen as required. Low-level beds were sanitised daily.

Administration of Medication:

Signed medication records documented the details of any medications which had been administered in the service in line with the service policy on administration of medication. Medications supplied by parents were stored securely and inaccessible to children.

Safe Sleep:

Staff were familiar with best practices in safe sleep and carried out physical checks on individual sleeping children, every 10 minutes, recording individual children's sleep positions, colour and breathing. A staff member remained in the Narnia room while children were sleeping on low level beds. Staff were familiar with the service sleep policy which was displayed in the sleep room. The temperature of rooms where children slept was recorded at and maintained within the required temperature range of 18°C to 22°C for children over the age of one.

Non-Compliance Information

Infection Control:

1. The mattress protector on one mattress did not fit correctly and foam from the mattress was exposed. This posed a risk choking as a child could potentially break off exposed foam. A potential risk of cross contamination was also posed as effective cleaning could not be completed. This non-compliance was previously identified on inspection on 14 September 2022 and 11 September 2023.

- Two bins in the junior Montessori room were unlidded, this may lead to cross contamination; foot pedal operated lidded bins are required to address this risk. This non-compliance was previously identified on inspection on 11 September 2023.

Action submitted by the Registered Provider

Corrective & Preventive Action

Infection Control:

- Mattress Protector replaced. All staff have been reminded to be extra vigilant in checking mattress protectors when putting children down for their sleep.
- New bins have been purchased. All staff members will inform management/maintenance of any bins that need to be replaced, and this will be completed immediately.

Supporting documentation submitted

Infection Control:

- Photographs of new mattress protectors.
- Photographs of new bins.

Summary Comment

All evidence submitted meets the requirements Child Care Act 1991 (Early Years Services) Regulations 2016.

Part VI - Safety

Regulation 24 - Checking in and out and record of attendance

(1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.

(3) A registered provider shall ensure that-

(a) no person other than-

(i) pre-school child attending the service,

(ii) a person dropping or collecting such a child,

(iii) an employee, or

(iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and

(b) a daily record in writing is kept of the entry on the premises of any such person.

Compliance Information

(1) Records confirmed that each child was checked in on arrival at the service and checked out on departure by a staff member.

(3)(a)(b) A visitor register was used to record all persons entering the premises. This book was presented to the inspector on arrival at the service and there was evidence of regular use.