

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015TY105
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Name of Service:	Clever Clogs Community Childcare
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Address of Service:	Church Road, Elm Park, Clonmel, Co Tipperary
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Eircode:	E91 P767
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Name of Registered Provider:	Olivia O'Keeffe
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Service type:	Full Day, Part Time, Sessional
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Date of Inspection:	25/03/2025
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No of pre-school children:	AM	37	PM	29
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Address of the Early Years Inspectorate:	Glenmorgan Building, Ferryhouse, Clonmel, Co Tipperary E91RF38
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Inspection undertaken by:	Antoinette McNamara
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Title:	Early Years Inspector
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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).

Conditions if applicable	N/A
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Description of service

This full day care service is located in Clonmel Co Tipperary. The service currently caters for children aged 6 months to 6 years of age. The premises is a detached, single storey purpose-built facility. The service consists of four early years rooms: a baby room, a toddler room, a junior and senior preschool room. Children have access to three outdoor areas in the service to the side and rear of the premises. The service also provides a school aged service.

Staffing

The registered provider does not work directly in the service. There are 12 staff employed in the service who work with the children each day. A person in charge oversees the daily running of the service. All staff working directly with the children hold recognised qualifications in early childhood care and education at levels 6 or 7 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 the child/ safety. The inspection may also focus on other areas as required.

Regulation 9 (1)(a)(b)(2)(a)(b)(c)(d)(4) Management and recruitment,
Regulation 11(1)(2) Staffing levels,

Regulation 15 (1) (a-i) Records in relation to a pre-school child,
Regulation 19 (1)(a) Health, welfare, and development of the child
Regulation 23 Safeguarding health, safety, and welfare of the child,
Regulation 25 First aid,
Regulation 28 Insurance.

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) The registered provider had a person in charge to oversee the operation of the childcare facility. There was also a named deputy to deputise as required.

(b) The person in charge was present when the unannounced inspection commenced and facilitated the inspection process.

(2)(c) Garda vetting was available on file for each staff member working in the service. The service did not demonstrate compliance with the Early Years Inspectorate Regulatory Notice requiring services to re-new Garda vetting every three years in all cases. This is reported on under Regulation 23.

(d) Police vetting documentation was available for one staff working in the service, who had lived outside of the state for a period of longer than six months.

(4) Certificates of qualifications for the staff working directly with children were available on file demonstrating that they held a qualification at the minimum level 5 and above on the National Qualification Framework.

Non-Compliance Information

(2)(a)(b) The inspector reviewed 13 staff files. While it is acknowledged that validated references were available for 9 staff members, there were no references available for 4 staff members.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

Required references were obtained and sent to the early years inspector. Management will make sure that written references must be produced by new staff before their commencement of employment.

Supporting documentation submitted

References were emailed to the early years inspector.

Summary Comment

Corrective actions have been accepted and will be assessed in practice on next inspection.

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.

Compliance Information

(1) On the day of inspection there were adequate numbers of staff working directly with the children.

(2) The person in charge ensured that the adult to child ratio was maintained throughout the day of inspection.

Staffing was as follows:

- Baby room: Six babies, two staff.
- Toddler room: Nine children, two staff.
- ECCE junior: 12 children, 3 staff.
- ECCE senior: 11 children, 3 staff.

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

A sample of 10 completed registration forms were reviewed as part of the inspection process:

(1) The registration forms contained the required information as detailed under parts (a) to (g) and (i) of this regulation.

Non-Compliance Information

The service did not maintain a written record of the following required information on five of the sampled records.

(1)(h) record of immunisations.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

Parents of children who had not yet submitted a copy of vaccinations were contacted by each room leader reminding them that we must receive a copy by Friday 4th April 2025 in order for compliance, a copy was obtained and placed on their file. Parents are to be reminded when starting their child with us that they must present a copy of vaccinations with their registration form.

Supporting documentation submitted

No evidence submitted.

Summary Comment

Corrective actions have been accepted and will be assessed in practice on next 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

Compliance Information

(1)(a) The following was observed on the day of inspection through direct observation, review of records and discussions with staff:

Basic needs:

Children had free movement and choice of activities in all rooms observed on the day. Each care room had direct access out on to an enclosed play area. Staff reported that children played outside daily.

The staff supported the children to become independent with self-care skills such as self-feeding, washing their hands, using the toilet and tidying up after activities, suitable to their age and stage of development. Staff supervised these activities and assisted the children as required.

Nappy changing was carried out at regular times during the day and as required.

Children could rest and relax in the cosy areas in each room. Sleep facilities were available for the children who required a sleep during the day. Cots were available in the sleep room for the children from the baby room to sleep according to their individual needs and routines.

The service had a healthy eating policy. The inspector observed a healthy eating wall that the children had completed. The children brought their own food to the service. Children had access to drinking water and were able to get a drink throughout the day.

Supporting relationships:

The adult to child ratios in the room ensured that each child received as much individual time as they required.

The children demonstrated a comfortable familiarity with the staff caring for them in their rooms and in the service overall. Learning and development was supported through stimulating warm interactions. Children were

comforted if they were observed to be upset or if reassurance was needed. Children’s identity and belonging was fostered through the display of their arts and crafts, birthday wall, and a family scrap book. On the week of inspection, the service was preparing for Mother’s Day by completing arts and crafts which would be sent home with the children on Friday.

Physical and material environment

Each of the activity rooms were bright, well maintained and well resourced. There were four care rooms downstairs and two upstairs. Children had the opportunity to move around the classroom freely exploring various areas of interest. Clear floor space was provided in each of the classrooms. Low level shelving was provided in each of the classrooms affording all the children with opportunities to choose activities, toys or play resources that they wanted to play with. Toys and materials were accessible to the children and laid out in interest areas such as the home corner, cosy area, tabletop activities and dining area. Staff had helped the children create areas of familiarity in the classrooms to promote each child’s identity and belonging such as birthday walls and scrapbooks.

The children’s spring arts and crafts were displayed on the walls of their rooms as well as along the walls of the corridors. Each care room had their own designated outdoor areas equipped with resources for outdoor play.

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 premises was adequately secured to prevent children leaving unsupervised and unauthorised persons gaining access. The main door to the premises was locked and needed to be opened from the inside. Staff were required to answer a call bell system to grant access to the service.

Infection control:

Cots in the sleep room were positioned at least 50cm apart as required to ensure adequate ventilation around each cot and to prevent cross infection. Each child had their own cot and staff reported that bed linen is washed weekly. Suitable handwashing and drying facilities were available in the children’s and adult’s sanitary facilities. This included warm running water, liquid soap and disposable paper towels. There was also a sluice room in the service. All foods were supplied by parents and stored in a fridge.

Safe sleep:

The inspector observed that children were placed down to sleep according to individual requirements. Each child who required sleep had a dedicated cot to use.

Staff were familiar with best practices in safe sleep and carried out physical checks on individual sleeping children, every 10 minutes.

Non-Compliance Information

General safety:

1. Garda vetting disclosures for three staff members were not dated within the previous three years in adherence to the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

Garda vetting for the three staff members was renewed. Management will make sure that all Garda vetting must be applied for within 2-3 months before the expiry date.

Supporting documentation submitted

General Safety:

Copies of the in date Garda vetting were sent to the Early Years Inspector.

Summary Comment

Corrective actions have been accepted and will be assessed 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) There were staff trained in first aid responder (FAR) available to the children attending the service.

(2)(a) There was a suitably equipped first aid box stored in an easily accessible position.

(b) The first aid box was available to the children attending the service.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

An in-date insurance certificate was available for inspection to demonstrate that valid insurance was in place.