

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015WD032
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Name of Service:	Jigsaw Day Nursery
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Address of Service:	Uppergrange, Williamstown, Waterford City, Co. Waterford
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Eircode:	X91 YHHO
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Name of Registered Provider:	Eileen Acheson
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Service type:	Full Day, Part Time, Sessional
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Date of Inspection:	02/11/2023
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No of pre-school children:	AM	42	PM	39
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Address of the Early Years Inspectorate:	Community Care Centre, HSE Buildings, Cork Road, Waterford City,
Inspection undertaken by:	M. Ryan.
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

Jigsaw Day Nursery is a privately run service that opened in 2003. The service operates from a purpose-built premises located on the outskirts of Waterford City. Jigsaw Day Nursery caters for children aged 12 months to 5 years of age from 07:30hrs to 17:45hrs, Monday to Friday. The service has six early years childcare rooms, with appropriate sanitary accommodation, and kitchen facilities off each room. There is a laundry, cleaning storeroom and four dedicated sleeping rooms. There are three outdoor play areas adjacent to the rear of the building. A school age childcare programme is available for children aged 5 to 12 years with transport to and from the local schools.

Staffing

The registered provider has shared ownership in the service and can be part of the staff compliment as required. There are 27 childcare staff employed in the service, all of whom hold at least a major award in Early Childhood Care and Education at Level 5 or higher. The service also has one employee solely for housekeeping/ cleaning duties.

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/ safety.

The following regulations were inspected:

Regulation 9 (1), (2) and (4) - Management and recruitment.

Regulation 11- Staffing levels.

Regulation 19 - Health, welfare and development of child.

Regulation 25 - First aid.

Regulation 26 -Fire safety measures.

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, 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
- (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)

The registered provider was the designated person in charge and there was a named person able to deputise as required.

(b)

At all times during the inspection both the registered provider and deputy designated person in charge were on the premises.

(c) There was documentation available that indicated the management structure of the service had identified the lines of authority, accountability and the specific roles and responsibilities of each employee in the service.

- (2)
On review of files 15 new staff members had joined the service since the last inspection, the following was observed.
- (a) Thirteen of the 15 staff files presented for inspection, had written references from past employers.
 - (b) Two written references were available from a reputable source in the case where there was no past employer.
 - (c) Garda vetting disclosures were available on file for all of the 15 new staff employed to work in the service.
 - (d) One staff member had lived outside the jurisdiction for more than six consecutive months, police vetting had been completed from the necessary jurisdiction.
- (4) The 15 members of staff held qualifications in Early Childhood Care and Education at levels 5, 6, and 8 on the National Qualifications Framework.

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) The designated person in charge ensured and the staff rosters indicated that there was an adequate number of staff working directly with the children attending the service.

On the morning of day one of the inspection 2 November 2023 there were 42 early years children directly supervised by 10 staff, the manager and registered provider were supernumerary and available to help out if required.

Caterpillar 1: 12 children and 3 staff.

Caterpillar 2: 14 children and 4 staff.

Butterfly 1: 9 children and 2 staff.

Butterfly 2: 7 children and 1 staff.

On the afternoon of the inspection there were 39 children being directly cared for by 10 staff the manager and registered provider were supernumerary and available to help out if required.

Caterpillar 1: 11 children and 3 staff.

Caterpillar 2: 14 children and 4 staff.

Butterfly 1: 7 children and 2 staff.

Butterfly 2: 7 children and 1 staff.

(2)
The staff: child ratios were maintained above the recommendation for that required by the Childcare (Early Years Services) regulations 2016.

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

Programme of activities and its implementation

(1)(b) of Regulation 19 was assessed through direct observation, review of records and discussion with staff. The following was observed in relation to providing a programme of care and activities for the children attending the service.

This service catered for early years children, aged from 12 months to 5 years. On the day of the inspection 4 of the 6 childcare rooms were in operation Caterpillars 1 and 2 as well as Butterflies 1 and 2. It was documented in the services statement of purpose that 'Our curriculum considers the emotional, intellectual, physical, social and spiritual development of the child and this is achieved by always addressing the individuality and uniqueness of each child.'

The registered provider and manager informed the inspector that the programme for the service was play based while underpinned by the Montessori method of early childhood care and education. The curriculum policy stated that 'Montessori equipment is invaluable in a child's development, but that learning should always be fun and child led'.

The rhythm of the day in both caterpillar rooms incorporated structured routines for use of the outdoor play facilities as well as planned sleep times in the sleep rooms adjacent to each care room. In caterpillar 1 room there was ample space and an environment conducive to children learning to walk, such as soft seating and soft foam climbing platforms. Some of the children were observed sitting with the staff on this seating while chatting and conversing about the small toys they had chosen to play with. A further small group sat around low-level tables enjoying the sensorial texture of freshly made soft play dough.

Parents were required to provide all food for consumption by the children in the service. It was the responsibility of the staff on the early shift to plate up, label and refrigerate all meals for the day in the kitchens adjacent to the care rooms.

Children in the caterpillar 1 room were observed at mid-morning snack seated around two tables while the three staff moved between the tables assisting and encouraging them to eat. The snacks provided were varied such as fresh fruit/ vegetables, yogurt, sandwiches, with milk and water. Staff were observed to be vigilant in their observations of the children while eating, as observed when one child was inclined not to swallow his food a staff member stayed with him and encouraged him to chew the food in his mouth. The staff helped to feed some children who need support with this.

Routine nappy changing was noted in caterpillar 2 after the mid-morning snack and before settling down for a nap at 12:00hrs. Two of the 14 children did not avail of a nap time while one staff member remained in the care room with these children. Two staff members stayed in the sleep room throughout the children's scheduled sleep period in keeping with the recommended child: staff ratios.

In Butterfly 2 room children were observed eating their midday meal at 14:15hrs. These meals were reheated such as, chicken pasta dishes, shepherd's pie and some cold salad plates. Drinking water was available in the rooms and age-appropriate feeding and eating utensils were also available.

In this room (Butterfly 2) children had just completed a paper craft activity of the artic fox. The staff member explained that this exercise required children's fine motor skills with cutting and sticking and the cotton wool used was a medium of exploring textures. The older children were observed being brought to the toilets at their request with the supervision of a staff member. The daily routine was displayed and blocked into flexible opportunities for the children to get outdoors throughout the day.

The outdoor play gardens were observed to be in continual use throughout the day. The outdoor programme supported child-initiated activities, The main outdoor area had an 'indoor/outdoor room'; this room had built in units facilitating water play, enclosed climbing frames, slides and messy play opportunities.

Periodic written observations were held on each child's development and wellbeing. Each child had their own personal learning journal which used photographs mainly to document child led initiatives. The registered provider reported that observations were regularly carried out on each child as well as developmental reports if required and requested by other professionals.

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)

Each room had an application on a tablet in order to check each child in and out of their respective rooms.

(3)

The registered provider ensured that a daily record in writing was kept for entry into the premises of persons approved by the registered provider. This was carried out by the provision of a folder complete with sign in and out sheets made available in the entrance lobby to the service.

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)

Eleven staff members employed to work in the service had current First Aid Responder (FAR) Training. The registered provider stated that at least one staff member trained in first aid was available at all times in each of the childcare rooms during the operational hours of the service.

(2)

(a) There were two suitably equipped wall mounted first aid bags on each of the two corridors in the building.

(b) Both first aid bags were always suitably accessible and available.

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) A record in writing of fire drills indicated that the last fire drill took place on the premises on the 25 October 2023.

(b) A record of the number, type and maintenance of firefighting equipment and smoke alarms was maintained. It was recorded that fire equipment was last serviced on 3 May 2023 and smoke alarms were last serviced on 2 October 2023.

(4)

The fire evacuation procedure with details of the measures to be taken in the event of a fire were displayed with a floor plan in each room.