

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015WW127
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Name of Service:	Newcastle Community Playgroup
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Address of Service:	Newcastle Community Centre, Newcastle, Co. Wicklow
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Eircode:	A63 WP64
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Name of Registered Provider:	Shirley Phibbs
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Service type:	Sessional
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Date of Inspection:	15/05/2024
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No of pre-school children:	AM	11	PM	No.
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Address of the Early Years Inspectorate:	Loughlinstown Health Centre, Loughlinstown Drive, Loughlinstown, Co. Dublin.
Inspection undertaken by:	Mona Condon
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

This not for profit Sessional service operates in an adapted premises located in a community centre in the village of Newcastle, County Wicklow. There were 9 children present on the day of inspection. The service is open from Monday to Friday between 09.00am and 12.00pm hours and provides care and education to children who are presently aged between 2 years and eleven months and 5 years. The service has access to an indoor hall and an astro turf sports area adjacent to the centre provides a secure outdoor area.

Staffing

There are two staff employed to give direct care to the children, one of whom is the registered provider.

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.

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 III – Management and Staff

Regulation 9 – Management and recruitment

(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.*

Compliance Information

(2) Two adult's files were reviewed.

(a)(b) There were four validated references available.

(c) Garda vetting disclosures had been obtained for two 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) Not applicable as no adult employed had lived in another state for a period longer than six consecutive months as an adult.

(4) The two adults employed and working directly with children attending the service held at least a major award in Early Childhood Care and Education at Level 5 or higher on the National Framework of Qualifications.

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) During the inspection there was an adequate number of adults working directly with the pre-school children.
(3) The adult/child ratios were maintained throughout the inspection. On inspection there were two adults providing direct care to eleven pre-school children.

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.

(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-

(c) an authorised person.

Compliance Information

(1)(a)- (i)

Eleven files were examined.

In relation to the files examined, the record required in writing in relation to (a)-(i) above was kept for each child.

The children's files were located in a secure place in the service.

(3)(c) A record in writing referred to in paragraph (1) (a)-(i) was open to inspection on the premises by the inspector.

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 entrance door to the service was secure. The service met the necessary safety requirements in respect of the indoor environment, toys and equipment and safe storage of cleaning agents. The large outdoor area with an astro-turf surface was secured with high fencing.

Infection Control:

Thermostatically controlled hot water, liquid hand soap and a hot air dryer was readily available for hygienic hand washing and drying. The staff members supervised children's handwashing and handwashing routines were well established. Foot pedal operated bins were provided for the disposal of used tissues.

Written cleaning schedules were on display for the room environment and sanitary area which were observed to be maintained in a clean and hygienic condition.

Administration of Medication:

Medication was not given at the time of the inspection, written parental consent was available should medication be required to be administered to a child. The staff members were familiar with required safe practice when administering medication in the service. Medicine was safely stored.

Fire Safety:

Fire exits were unobstructed.

Outing:

The registered provider stated that once yearly outing is conducted by the service. A comprehensive outings policy was available.

Non-Compliance Information

General Safety:

1. Garda vetting was available for one staff member. However, this vetting disclosure was not dated within the previous three years in adherence to with the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. We applied for updated Garda vetting immediately. A reminder has been put on our phone calendar to inform us to renew the vetting when it is due again.

Supporting documentation submitted

General Safety:

Copy of completed Garda vetting.

Summary Comment

The registered provider has addressed the non-compliances as identified on inspection in relation to Regulation 23.

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 two adults employed held current certificates to confirm that they were trained in First Aid Response and were immediately available to the pre-school children.

(2)

(a) The first aid box for children was safely stored in an accessible and conspicuous position in the pre-school room.

(b) At all times the first aid box was available to the children attending the pre-school service.

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 fire fighting 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)

(b) Records were available detailing the number, type and maintenance of fire-fighting equipment and smoke alarms dated May 2024 and December 2023 respectively.

(4) Notices of the procedures to be followed in the event of fire were displayed in a conspicuous position in all of the care rooms and in the hallway of the service.

Non-Compliance Information

Fire Safety:

- (1)
- (a) A written record of fire drills available, however it was not up to date. The last fire drill recorded was carried out on 20th of February 2024. This could potentially put the safety of children at risk.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

1. A fire drill was carried out on 16/05/2024. We have put a monthly reminder in our phone calendar monthly to prevent this happening again.

Supporting documentation submitted

Copy of written fire drill record.

Summary Comment

The registered provider has addressed the non-compliance as identified on inspection in relation to Regulation 26.

Part VI - Safety

Regulation 27 – Supervision

A registered provider shall ensure that pre-school children attending the service are supervised at all times.

Compliance Information

All children were supervised by staff at all times, while in the care room and in the hall, during the inspection.