

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015WW139
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Name of Service:	Bellevue Pre-School & Afterschool
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Address of Service:	Bellevue, Fairgreen, Rathdrum, Co. Wicklow
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Eircode:	A67 K638
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Name of Registered Provider:	Jennifer Cullen
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Service type:	Sessional
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Date of Inspection:	23/05/2023
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No of pre-school children:	AM	16	PM	N/A
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Address of the Early Years Inspectorate:	Tusla Child and Family Agency First Floor Trinity Building IDA Business Park Southern Cross Road Bray Co. Wicklow
Inspection undertaken by:	H. Bourke
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 sessional service was first established in 1996. The service operates from an adapted premises located on the grounds of the registered providers home in the rural setting of Rathdrum Co. Wicklow. There are two care rooms but only one pre-school room is currently in use. The service is registered to provide care and education for children aged between two years and six years of age. The registered provider operates two sessional ECCE services for 38 weeks of the year Monday to Friday 9.00am to 12.00pm and 12.05pm to 03.05pm. A school age service is also provided.

Staffing

There were three adults present on the day of inspection and all three adults were working directly with the pre-school children, one of whom was the registered provider. The registered provider was engaged in facilitating the inspection but also worked directly with the children during this time.

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/ premises and facilities. The inspections 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

(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.

(6) Paragraph (4) shall not apply before 1 September 2021 to a person who-

- (a) has signed a declaration on or before 30 June 2016 to the effect that he or she intends to retire from employment in a pre-school service before 1 September 2021, and*
- (b) is in possession of a letter from the Minister confirming that paragraph (4) shall not apply to him or her before that date.*

(6A) is inserted by S.I. No.632 of 2016 CHILD CARE ACT 1991 (EARLY YEARS SERVICES) (AMENDMENT) REGULATIONS 2016 which states; Regulation 9 of the Child Care Act 1991 (Early Years Services) Regulations (S.I. No. 221 of 2016) is amended - in paragraph (4), by the substitution of “paragraphs (5), (6) and (6A)” for “paragraphs (5) and (6)”, and (b) by the insertion of the following paragraph after paragraph (6): “

(6A) Paragraph (4) shall not apply to an employee of a registered provider where - (a) the registered provider receives funding for the employment of the employee pursuant to a scheme funded by the Minister and known as the Access and Inclusion Model, and (b) the employment of the employee is for the purpose of providing support, pursuant to the scheme referred to in subparagraph (a), for a child attending the service to enable the child to participate in the programme known as the Early Childhood Care and Education (ECCE) funding Programme.”

Compliance Information

Following a discussion with the person in charge it was confirmed that there was one new staff member working in the service since the previous inspection. This file was reviewed.

(1)(a)

The registered provider was the person in charge of the service and there was a named staff member who was able to deputise as required.

(b)

The registered provider was on the premises at the time of arrival of the inspector and remained on the premises for the duration of the inspection.

(c)

There was a clear management structure in the service that identified the lines of authority on the day of inspection.

(2)(a)

Written references were available from past employers with respect of the one staff member.

(b)

Not applicable as all references were from past employers.

(c)

The required Garda vetting disclosure was available in respect of one staff member.

(d)

Police vetting was not required as the adult had not lived outside the State for a period of longer than six consecutive months since turning 18 years of age.

(4)

The member of staff held a major award in Early Childhood Care and Education at Level 6 on the National Framework of Qualifications.

(6)(a)

Not applicable as no staff member had a signed a retirement declaration.

(6)(A)

One staff member was employed pursuant to the scheme known at the Access and Inclusion Model.

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.

(8) Without prejudice to paragraphs (2) to (7)-

(c) a registered provider of a sessional pre-school service shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.

Compliance Information

(1)

Throughout the inspection there were an adequate number of adults working directly with the children attending the pre-school service.

(3)

The correct adult/child ratio was maintained at all times. There were three adults employed and present with 16 children on the day of inspection.

(8)(c)

There were two adults on the premises at all times. The registered provider does not operate the service single-handedly.

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.*

(4) A registered provider shall ensure that a record in writing referred to in paragraph (1) is retained for a period of 2 years from the date on which the child to whom it relates ceases to attend the service.

Compliance Information

(1)(a)-(i)

The registered provider ensured that a record in writing was kept in respect of each child attending the pre-school service.

(3)(c)

The registered provider ensured that these records were available for inspection to an authorised person.

(4)

The registered provider had evidence that all children's records were kept for a period of two years from the time a child left the pre-school service.

Part IV – Information and Records

Regulation 18 – Copy of Act etc.

A registered provider shall ensure that a copy of Part VIIA (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013)) of the Act and of these Regulations is kept on the premises and the said copies shall be open to inspection on the premises by-

(c) an authorised person.

Compliance Information

(c)

The registered provider had a copy of the Act available for inspection by an authorised person.

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

(1)(b)

The registered provider ensured that appropriate and suitable care practices were in place. Children were asked what activity they wished to pursue, and children's participation was encouraged in all activities throughout the morning. The transition between one activity and the next was smooth and unhurried, aided by the language used by the adults to the children. Positive reinforcement of children's behaviour contributed to a pleasant environment for the children in the service, with minor problems handled promptly. One to one attention was given to a child if it was required.

The snack time was relaxed and observed to be a positive social experience for children as adults engaged with them helping when required. On warm days the children eat their food outdoors as a picnic.

Children were addressed by their name and were given plenty of time to eat their food. The staff members sat with the children during snack time. All food was provided by the parents of the children attending the service. Childrens parents are spoken to on an individual basis at collection time. Parents are encouraged to make direct contact with the registered provider, should they have any concerns or issues.

Children are supported to be independent with looking after their belonging, in the tidy up process and with using the toilet, all with adequate supervision.

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)

A staff member trained in FAR first aid was present and immediately available to the children.

(2)(a)

The first aid box for children was stored in an accessible and conspicuous position just outside the pre-school room.

(b)

At all times the first aid box was 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.
- (2) The record referred to in paragraph (1) shall be open to inspection by-
- (c) an authorised person.
- (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)

There was evidence that regular fire drills haven taken place within the service. The most recent fire drill took place on the 1st of April 2023.

(b)

There was a maintenance record of the smoke alarms in the pre-school dated the 28th of February 2023.

(2)(c)

The records referred to in paragraph (1) were available to inspection by an authorised person.

(4)

There was a notice of the procedures to be followed, in the event of a fire, displayed on the wall in the pre-school room.

Non-Compliance Information

(1)(b)

The was no current maintenance record of the firefighting equipment available in the pre-school service.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1)(b)

A fire extinguisher company was contacted to come and service our firefighting equipment. The company serviced and replaced equipment as required.

Supporting documentation submitted

(1)(b)

Photographic evidence of receipts and new equipment has been submitted.

Summary Comment

The non-compliance found in Regulation 26 - Fire safety measures (1)(b) has now been addressed and will be reviewed on next inspection.

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

During the inspection, there was adequate supervision of the children attending the pre-school service, both within the pre-school room and in the outdoor area.