

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier: TU2015WW179

Name of Service: Clare Elizabeth Creche

Address of Service: 1 Ellerslie Villas, Sidmonton Road, Bray, Co. Wicklow

Eircode: A98 WN50

Name of Registered Provider: Niamh Power

Service type: Full Day

Date of Inspection: 25/02/2025

No of pre-school children:	AM	46	PM	46

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 and J. Mayock
Title:	Early Years Inspectors

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

Clare Elizabeth Creche was first opened in 1985. It is a privately owned full day care service located in Bray Co. Wicklow. It is registered to provide care and education to children aged between one year and six years of age. The hours of operation are between 07.30am to 06.00pm Monday to Friday and the service participates in the Early Childhood Care and Education (ECCE) scheme. The premises is a terraced multi storey building, with five pre-school rooms, which have been adapted for use as an early years' service. There is a dedicated sleep room, kitchen and a dining area. A standalone modular unit has been added to the rear of the premises and is for senior pre-school children. The service has a secure outdoor area to the rear of the premises.

Staffing

Fifteen adults are employed in the service, thirteen adults were present on the day of inspection and this included the manager and the chef for the creche. Eleven adults were working directly with the children attending the service. The registered provider does not work directly with the children.

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/ safety/ premises and facilities. 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 inspectors wish 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.

(3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.

(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

Following a discussion with the manager and a review of the staff roster, it was confirmed that there were fifteen adults employed in the pre-school service, this includes the full-time chef. The registered provider does not work directly with the children. These files were reviewed.

(1)(a)

The manager was present in the pre-school and there was a named staff member who was able to deputise as required.

(b)

The manager was on the premises at the time of arrival of the inspectors and remained on the premises for the duration of the inspection.

(c)

There was a clear management structure in the pre-school service that identified the lines of authority and accountability.

(2)(a)(b)

Written references were available in respect of fifteen adults.

(c)

The required three-year Garda vetting disclosures were available in respect of fifteen adults.

(d)

Police vetting was available for three adults who had lived outside the State for a period of longer than 6 consecutive months since turning 18 years of age.

(4)

Fourteen adults held a major award in Early Childhood Care and Education at Level 5 or higher on the National Framework of Qualifications or a qualification deemed by the Minister to be equivalent.

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.

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

(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,

Compliance Information

(1)

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

(2)

The correct adult/child ratio was maintained at all times. There were thirteen adults employed and present with 46 children on the day of inspection.

(8)(a)

The manager ensured that there were two adults on the premises at all times. This was confirmed by reviewing the staff roster.

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)

The manager ensured that a record in writing of the above particulars, were kept in respect of each child attending the pre-school service.

(3)(c)

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

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:

- (a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;*
- (h) details of attendance by each pre-school child on a daily basis;*
- (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.*

(3) A record referred to in paragraph (1) shall be open to inspection on the premises, and the documents and records referred to in paragraph (2)(a) shall be open to inspection whether on the premises or elsewhere, by an authorised person.

Compliance Information

(1)(a), (h)-(k),

The manager made sure that a record in writing was kept of the above information in relation to the service.

(3)

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

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 main door to the service was securely locked on arrival of the inspector to the service.
- The toys that were examined were in good condition and equipment was suitable, age appropriate and in good working order.
- All cleaning products were stored safely out of the reach of children.
- The emergency exit routes from each pre-school room were free from obstruction and clearly marked.

Infection Control:

- There was a sanitary area located on the ground and first floor of the pre-school. There was warm running water at 35°C, liquid soap and paper towels available.
- A foot pedal bin was available in both sanitary areas for the safe disposal of used paper towels.
- Table cleaning was observed before and after snack time.
- Hand washing by adults and children was observed before snacks and after using the toilet.
- A cleaning schedule was present and maintained in the playschool room.

Safe Sleep:

On the day of inspection, staff in the Wobbler room monitored children who were sleeping. The colour, position and breathing of the children was observed and charted at 10-minute intervals as per safe sleep guidelines

Non-Compliance Information

Infection Control:

On the day of inspection one adult was observed to not remove visibly soiled gloves, or their apron following the bagging of a soiled nappy of a child having their nappy changed. The adult then proceeded to apply barrier cream to the child using the soiled gloved hand before the inspector intervened.

Removal of used aprons and gloves must follow the removal of the soiled nappy and the cleaning of a child. All soiled elements of the nappy changing procedure must be bagged up together at the same time. This is essential for infection control purposes and is in keeping with the nappy changing procedure of the service.

Action submitted by the Registered Provider

Corrective & Preventive Action

Infection Control:

All staff have received training from an accredited organisation, on correct nappy changing procedure. We have visual reminders in both nappy changing areas and staff are regularly reminded to follow the correct practices.

Supporting documentation submitted

Infection Control:

Photographic evidence of certificates issued to all staff members in training in correct nappy practice, was submitted with the CAPA response.

Summary Comment

The evidence submitted has addressed the non-compliance found on inspection in relation the regulation 23 Infection Control, and will be reviewed on the next inspection.

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.

(4) A registered provider shall ensure that a record in writing referred to in paragraph (3)(b) is retained for a period of one year from the date to which it relates.

Compliance Information

- (1)
The manager ensured that all children attending the service were checked in and out on the service register.
- (3)(a)(i-iv)
The manager ensured that no other person other than the agreed list of people has access to the pre-school service.
- (b)
The manager had a record in writing in the form of a visitors' book of all such persons who accessed the pre-school service.
- (4)
The manager ensured that the record in writing referred to in paragraph (3)(b) was kept for a period of one year from the date to which it relates.

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 manager ensured that there were adults trained in FAR first aid available.
- (2)(a)
A suitably equipped first aid box was located in an accessible place within the service.
- (b)
The first aid box was available to the children attending the service at all times.

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 of regular fire drill taking place within the service. The last fire drill took place on the 4th of February 2025.

(b)

There was a maintenance record of the firefighting equipment and smoke alarms in the premises dated 9th of October 2024 and 17th February 2025 respectively.

(2)(c)

These records were open to inspection by an authorised person.

(4)

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