

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015WW193
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Name of Service:	Saran Wood Creche and Montessori School
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Address of Service:	80 Saran Wood, Killarney Road, Bray, Co. Wicklow
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Eircode:	A98 EE77
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Name of Registered Provider:	Grace Roche
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Service type:	Full Day, Part Time, Sessional
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Date of Inspection:	03/07/2025
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No of pre-school children:	AM	21	PM	21
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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	N/A
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Description of service

This privately owned full day care service has been in operation since 2005. The service is located in the urban setting of Bray Co. Wicklow.

The premises is a two-storey standalone building located in a housing estate.

There are four pre-school rooms, two located downstairs and two located upstairs and a large enclosed outdoor area to the rear of the building. A kitchen and an office are also located on the ground floor of the premises.

The service is registered to provide care and education for children aged between 0 and 6 years of age.

The service operating hours are from 8am to 2pm Monday to Friday with an afterschool service on a Tuesday afternoon up to 5.30pm. A sessional Early Childhood and Education Scheme (ECCE) service from 09.00 hrs to 12.00 hrs for 38 weeks of the year. On the day of inspection only three care rooms were open.

Staffing

The registered provider employs nine adults in the service. This includes administrative staff and kitchen staff.

There were five staff present on the day of inspection, four of whom were working directly with the children attending the service. The registered provider was not present on the day of inspection but does work directly with the children when on the roster.

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 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 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.

(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 and inspecting the staff roster it was confirmed that ten adults work in the service, including the chef. These files were reviewed.

(1)(a)

The person in charge was present and there was a named person who was able to deputise as required.

(b)

The person in charge was on the premises at the time of the arrival of the inspector and remained on the premises for the duration of the inspection.

(c)

There was a clear management structure within the service.

(2)(a)(b)

Written validated references were available in respect of ten adults.

(c)

The required three-year Garda Vetting Disclosures were available for ten adults.

(d)

International police vetting was available for five adults working in the service who had lived outside the jurisdiction for more than six consecutive months as an adult.

(4)

Eight staff members 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 four adults employed to work directly with 21 children on the day of inspection.

(8)(a)
The person in charge 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 person in charge 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 person in charge ensured that these records were available for inspection to 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-

(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)

PHYSICAL AND MATERIAL ENVIRONMENT:

There were specific areas of interest in the pre-school rooms and these areas were clearly labelled and equipment was visible and spaciouly laid out.

There were low level tables and chairs and low-level shelving with equipment that was accessible to the children.

Children's artwork was displayed on the walls in the rooms.

There were rest areas with a large mats, sofas and cushions available for children should they require it during the morning. The pre-school rooms were maintained at a comfortable temperature of 22°C for the day.

Non-Compliance Information

(1)(a)

Basic need

- At 10.35am the children in the Toddler room were served their snacks directly on to the table they were sitting at. Snack time is important in establishing a child's predictable mealtime routine which should include having meals and snacks served on plates.

It is also important in developing independent practices involving children, for example setting a table before snack time and cleaning up after themselves following same.

- At 10.45am a child in the Toddler room requested more food at snack time. The snack consisted of some apple slices and two crackers, but the child was not given any more food.

Additional food should always be available to young children should they request it. It is recognised that children attending the service early in the morning are offered breakfast and that the part-time children were going to be given lunch at 12 midday.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1)(a)

- It is acknowledged that individual plates should always be provided for the fruit snack being served at snack time. The children will be encouraged to clean up when finished at snack time.
- We provide 3 meals during our 6-hour session. Breakfast, snack and lunch. Kitchen staff have been informed to increase the snack portion and serve at an earlier time of 10 am for the toddler group.

Supporting documentation submitted

(1)(a)

Photographic evidence of a revised daytime menu with additional food groups included in snack time and a of plates being used in the toddler room were submitted with the CAPA response.

Summary Comment

The above actions submitted will address the non-compliances found on the day of inspection in relation to regulation 19 (1)(a) and will be reviewed on next inspection.

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.
- All toys 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 route in each pre-school room was free from obstruction and clearly marked.

Infection Control:

- There were sanitary areas located in the service. There was warm running water at 30°C, liquid soap and paper towels available.
- A foot pedal bin was available in each sanitary area and in the pre-school rooms for the safe disposal of used paper towels and other waste matter.
- Table cleaning was observed before and after snack time.
- Hand washing by the adults and children was observed before snacks, after using the toilet and outdoor play.
- A cleaning schedule was present and maintained in the service.

Non-Compliance Information

Infection Control:

1. On the day of inspection, the nappy changing practices were not seen to be effective for infection control purposes. Two nappy changes were observed on the day of inspection. The staff member failed to remove their gloves until after a nappy change was completed and the child's clothes were put back on. The staff member did not wash their hands before the first nappy change and did not wash the hands of the child before returning them to their care room.

On the second nappy change the staff member washed their hands before the beginning of the procedure but again failed to remove their gloves after the nappy change until they had redressed the child.

2. A review of the Nappy Changing Procedure of the service was found not to be robust enough to ensure good infection control practices and needs updating.

Action submitted by the Registered Provider

Corrective & Preventive Action

Infection Control:

Points 1&2

We have again updated the nappy changing policy to remove gloves at an earlier point during the procedure. All team members have been informed of the policy update and have been reminded of the importance of following each point of the procedure on every occasion.

Supporting documentation submitted

Infection Control:

Photographic evidence of a revised nappy changing procedure was submitted with the CAPA response.

Summary Comment

The above actions should address the non-compliances found on the day of inspection in relation to regulation 23 Infection Control and will be reviewed on next inspection.