

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015WW198
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<b>Name of Service:</b>	Frances' Little Flowers
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<b>Address of Service:</b>	Ballinheeshe, Beech Road, Arklow, Co. Wicklow
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<b>Eircode:</b>	Y14 K803
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<b>Name of Registered Provider:</b>	Frances Burke
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<b>Service type:</b>	Sessional
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<b>Date of Inspection:</b>	21/02/2024
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<b>No of pre-school children:</b>	AM	7	PM	N/A
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<b>Address of the Early Years Inspectorate:</b>	Loughlinstown Health Centre, Loughlinstown Drive, Loughlinstown, Co. Dublin.
<b>Inspection undertaken by:</b>	Mona Condon
<b>Title:</b>	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).

<b>Conditions if applicable</b>	Not applicable
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### Description of service

This sessional service is located in the registered provider's home in a rural area just outside Arklow town. On the day of inspection seven pre-school children were present. One playroom, and an office with adjoining sanitary area is provided and the service has access to a large garden area. The service is registered to operate from 9.30am to 12.30pm to care for pre-school children aged two years to six years.

### Staffing

The registered provider presently employs one adult to assist in the care of 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 announced 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 member 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.*

*(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

(2) One new staff member was employed since last inspection.

(a)(b) Two written past employer validated references were available in respect of one new adult employed.

(c) Completed Garda Vetting disclosures were available for both adults employed by the service. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Not applicable as the new adult employed had not lived outside the jurisdiction for more than six consecutive months as an adult.

(4)

Both staff members held a major award in Early Childhood Care and Education on the National Framework for 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) There were two adults present working directly with seven pre-school children on the day of the inspection.

(3) The adult/child ratios were maintained throughout the morning.

### 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)

Eight files were examined.

In relation to the files examined, the record required in writing in relation to (a)-(d) and(f)-(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 inspectors.

#### Non-Compliance Information

(1)(e) A record required in relation to (e) above was not kept for each child.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

The registered provider has added a new section to the playschools child record form to include section (e). This form will be completed by the parents of each child prior to their attendance at the service.

### Supporting documentation submitted

Copy of amended child record form.

### Summary Comment

The registered provider has addressed the non-compliance as identified on inspection in relation to Regulation 15.

## 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)

The care room had defined areas of interest providing children with the freedom to play and explore. Designated areas of interest included a home corner, "shop", work-bench, construction toys, dress up, art materials, puzzles, and a library area beside the rest areas. A selection of materials was observed to be accessible to the children on low level shelving provided which enabled children to select and replace items and materials of interest. The inspector observed children moving freely, exploring their environment, playing, and engaging with each other and the adults.

At snack time the adults sat with the children who were given their lunch provided by their parents. The staff assisted the children when needed and encouraged conversation. Plenty of time was given to each child to finish their snack.

Staff attended to children's care needs. were observed to help younger children to clean their noses. The children were supported to use the toilet independently while being supervised by staff. Staff were observed to engage warmly with children in their care encouraging children to partake in activities and taking time to explain and encourage them. One child who was upset at times was intervals was comforted by staff and helped to settle to play again.

Information was shared with parents at drop off and collection times. A monthly newsletter was sent to each parent to keep up to date on the activities of the group and the individual activities of their child.

All children spent time outdoors. A range of suitable equipment was available and included ride-on toys, a play kitchen, sand play, water play, construction blocks and a picnic table.

### 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.

##### Infection Control:

Thermostatically controlled hot water, liquid hand soap and paper towels were 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 in date and safely stored.

### Non-Compliance Information

#### General Safety:

There was no evidence to confirm that the servicing of the fire equipment and smoke alarms was carried out on a yearly basis as required.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

#### General Safety:

The fire extinguisher has been replaced with one which has an expiry date of December 2024 and smoke alarms have been serviced.

#### Preventive Action

Each Year the registered provider will replace the fire extinguishers. Smoke alarms will be serviced yearly.

#### Supporting documentation submitted

#### General Safety:

Photographic evidence of smoke alarm with expiry date of December 2024.

Letter from the electrical company confirming the servicing of the smoke alarm.

### Summary Comment

The registered provider has addressed the non-compliance 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) An adult trained in First Aid Response was present and 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.

## 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)
- (a) A record in writing was kept of all fire drills that took place in the premises. The last fire drill was recorded on the 2<sup>nd</sup> of February 2024
  - (b) Records were available detailing the number, type and maintenance of firefighting equipment and smoke alarms both dated September 2022.
  - (4) A notice of the procedures to be followed in the event was displayed in a conspicuous position in the premises.