

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015WW237
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<b>Name of Service:</b>	Buttons Preschool Maria Forsyth
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<b>Address of Service:</b>	Parochial Hall, St. Patrick's Road, Wicklow, Co. Wicklow
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<b>Eircode:</b>	A67 VF77
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<b>Name of Registered Provider:</b>	Maria Forsyth
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<b>Service type:</b>	Sessional
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<b>Date of Inspection:</b>	17/06/2024
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<b>No of pre-school children:</b>	AM	28	PM	No.
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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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# Early Years Inspectorate Regulatory Report

## Pre School

### Description of service

Buttons pre-school is a sessional service providing care and education to children who are currently aged two years and six months to five years of age. It is located in a parochial hall in Wicklow town. There are two care rooms each with separate sanitary areas. The garden area located at the rear of the premises is shared by the two groups who have access at different times. A large indoor hall is also available and is used when the weather is unfavourable. This sessional service operates from 9.15am to 12.45pm daily.

### Staffing

The service employs five staff members which includes 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)
- A total of five staff files were reviewed on inspection.
- (a)(b) Two validated references were available for each staff member.
- (c) Completed Garda vetting was available for five staff members. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
- (d) There was no evidence that the staff member had lived in another state for more than six months as an adult.

(4) Evidence was available to confirm that all six staff members held at least a major award in Early childhood Care and Education at Level 5 on the National Qualification Framework.

### 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 five adults present working directly with eighteen pre-school children throughout the period of the inspection.

(3) The adult/child ratios were maintained throughout the morning. There were 14 children being supervised by two adults in both the Sunflower and the Daisy rooms.

### 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)

Twelve 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 V - Care of Child in Pre-school Service

#### Regulation 21 – Equipment and materials

*A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.*

### Compliance Information

Adequate and suitable furniture, play and work equipment and materials were available on the premises of the pre-school service.

Both rooms were divided into interest areas which were well stocked with relevant props to facilitate imaginary play. Construction, transport, art and library/rest areas were set up and available in each room. An adequate and varied supply of art materials, puzzles and playdough were easily accessible to the children. Staff stated that Montessori equipment was not in use for the month of June.

Outdoor equipment included a slide, climbing frame, ride-on bikes, scooters and cars and balance beam were in good condition and suitable for the age group attending.

## 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 outdoor area was secured with a high fencing and gates which were locked.

##### 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 in the care room and in the sanitary areas. Up to date written records of cleaning schedules were available 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.

##### Outings:

An outing is undertaken once per year. A comprehensive outings policy was available.

## 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)  
One adult employed held a current certificate to confirm that they were trained in First Aid Response and were immediately available to the pre-school children. Three other staff employed held a current certificate in Paediatric First Aid.

(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 27 – Supervision

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

### Compliance Information

All children when indoors in their care room and the sanitary areas, and in the outdoor area were supervised by staff members at all times during the inspection.