

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier: TU2015WX029

Name of Service: Clonard Holy Family Preschool

Address of Service: Clonard Community Preschool, Clonard, Wexford.

Eircode: Y35 YV0F

Name of Registered Provider: Shauna Byrne

Service type: Sessional

Date of Inspection: 13/06/2023

No of pre-school children: AM 15 PM NA

Address of the Early Years Inspectorate: Early Years Inspectorate
Tusla Child and Family Agency
Ely Hospital
Ferrybank
Wexford

Inspection undertaken by: C. Ryan

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

Description of service

Clonard Holy Family Pre-school is a community based early years service which is under the care of a board of management. The service offers a play-based curriculum to children aged 2 years 6 months to 6 years of age and can accommodate up to a maximum number of 33 early years children at any one time. The service operates a sessional service Monday to Friday from 09:15 to 12:15 hours and 13:00 to 16:00 hours. The service is located within the local community centre. The service consists of two playrooms, a small kitchen, sanitary accommodation and two outdoor play areas. The aim of the service “is to provide a childcare programme which promotes optimal development for each child, supports parents and upholds best practices following the guidelines of Siolta, Aistear and the Pre-school Regulations.”

Staffing

There were two staff on the premises on the day of inspection who were working directly with the children. The registered provider works directly with the children. All staff working directly with the early years children held at least a major award in Early Childhood Care and Education at Level 5 on the National Qualifications Framework.

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.

The inspection focused on an examination of compliance under regulations 9, 11, 19, 23, 24, 25, 26 and 28.

A sampling process was used to assess compliance under regulation 9, 11, 19, 23, 24, 25, 26 and 28. As a result, the scope of the inspection included time in the Butterfly room.

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.

(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

(1)(a)(b)

The registered provider was the designated person in charge on the day and remained in the service for the duration of the inspection. There was a second named staff available to deputise as required.

The files for the nine staff members were reviewed on the day of inspection.

(2)(a)(b)

There were two written and validated references available on file for each of the staff members.

(c)

Garda vetting disclosures were available on file in the service for all of the staff members.

(d)

Police vetting disclosures were on file for staff members who had worked or lived outside the state for a period of longer than six consecutive months.

(4)

Certificates of qualifications for all staff members working directly with the early years children were available on file.

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.

Compliance Information

(1)
Throughout the period of the inspection there were adequate numbers of staff working directly with the children attending the service.

(2)
During the morning there were 15 early years children being directly cared for by 2 staff in the butterfly room. The children and staff from the caterpillar room were gone on their school tour.

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 following observations and discussions with staff reflect the children's experience within the service focusing on the area of supporting relationships on the day of inspection:

Children in the butterfly room were confident and chatty. They were practicing and chatting about their upcoming graduation on the inspectors arrival. They enjoyed telling the inspector that they were going on their school tour and visiting big school next week.

The children were engaged in a variety of activities during the day including circle time, snack time, dancing and outdoor play. The staff chatted and interacted well with the children throughout the morning. For example, staff explained to children what was happening now and next. A picture board with emotions was used daily by the children, who were asked how they were. The parents collected the children from the outdoor area and parents had the opportunity to ask how their child's day was at drop off and collection times.

The children were observed to use the toilet independently during the morning, with staff supervising to provide help if needed and encouraging handwashing. The children got their lunches from the fridge and sat together at snack time. The staff helped the children with their lunches, with plenty of chatting and talking about what they wanted to do after snack time. Children's individual needs were met. For example, a child who was hungry was facilitated and helped to get their lunch out of the fridge.

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:

Access to the service was appropriately secured with an electronic keypad system on both of the early years room doors ensuring restricted access to unauthorised persons. Cleaning products were stored away and inaccessible to children. The outdoor play areas were fully enclosed.

Infection Control:

The service was clean and well maintained with cleaning schedules maintained daily by staff. Children were observed washing their hands before snack and after toileting. There was warm running water, liquid soap and paper hand towels available for hand drying throughout the service. Each room had designated children's toilets and a nappy changing area was available. Designated staff toilets were also provided within the community centre. The staff cleaned the children's tables before they ate their snacks.

Administration of Medication:

There was an administration of medication policy. The staff discussed with the inspector the procedure to follow when a child required administration of medication. Medications were supplied by parents and stored securely in a designated area inaccessible to children. There were currently no children requiring administration of medication.

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)

There were staff trained in first aid available to the children attending the early years service.

(2)(a)(b)

There was a suitably equipped first aid box stored in an easily accessible and conspicuous position in the premises and was available for use.

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.

(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)

Monthly fire drills were carried out within the service. Records reviewed on inspection confirmed that the last fire drill was recorded as having taken place on the 17 May 2023.

(b)

A record was maintained of when the firefighting equipment was serviced. The last maintenance carried out in the service was recorded as having taken place in November 2022.

(4)

There was a notice of the procedures to be followed in the event of fire displayed in a conspicuous position in the service.

Part VI - Safety

Regulation 28 - Insurance

A registered provider shall ensure that the pre-school service is adequately insured.

Compliance Information

An insurance certificate was available to demonstrate that adequate insurance was in place.