

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015WX059
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Name of Service:	Kelly's Hotel Creche for Guests
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Address of Service:	Rosslare Strand, Wexford, Co. Wexford
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Eircode:	Y35 Y83V
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Name of Registered Provider:	Eamonn Dempsey
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Service type:	Drop-In
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Date(s) of Inspection:	10/09/2024
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No of pre-school children:	AM	3	PM	N/A
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Address of the Early Years Inspectorate:	Early Years Inspectorate, Tusla Child and Family Agency, Athy Road, Carlow.
Inspection undertaken by:	Norma Thornton
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
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Description of service

Kelly's Hotel Drop-in Centre for Children is a registered early years service which offers a drop-in childcare service and supervised activities for children of the residents of Kellys Hotel. The service is comprised of two playrooms "The Starfish" room for children aged 1 to 6 years and "The Pirate" room for older school aged children. The drop-in childcare centre, "The Starfish" room is open from 09:00 to 17:30 hours providing the following drop-in session times, 08:45 to 10:30 hours, 10:45 to 12:30 hours, 13:45 to 15:00 hours, 15:15 to 17:00 hours. The service is cleaned between each session and a deep clean is carried out daily at lunch time between the hours of 12:45 to 13:45 hours.

Staffing

There were six staff employed in the drop-in childcare service for 1 to 6 year olds, known as "The Starfish" room. All staff who as part of their role in the service worked directly with preschool children held qualifications in early childhood care and education ranging from Level 5 to Level 6 on the national Quality and Qualifications Ireland (QQI) 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 inspection may also focus on other areas as required.

A sampling process was used to assess compliance under the following regulations.

Regulation 13-Temporary Pre-school services and Pre-school services in drop-in centres,

Regulation 21-Equipment and Materials,

Regulation 23-Safeguarding Health, Safety and Welfare of Child,

Regulation 24- Checking In and Out and Record of Attendance,

Regulation 25-First Aid,

Regulation 26 – Fire Safety Measures.

As a result, the scope of the inspection included the “Starfish” 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, persons 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.

Compliance Information

(1)(a) There was a designated person in charge and a deputy designated person in charge who is able to deputise as required.

(b) At all times during the inspection the designated person in charge or the deputy designated person in charge was present in the service.

(c) The inspector observed that it was clearly documented and observed in practice that there was a clear management structure in the service with each staff member aware of their roles and responsibilities.

(2) The inspector reviewed eight staff files that were presented for inspection.

(a)(b) Two validated references from a previous employer or a reputable source were on file for each of the eight staff members.

(c) Garda vetting certificates were on file for each of the eight staff members.

(d) Not applicable as no staff member had worked in a state other than Ireland for a period of longer than six months.

(4) Six staff members, who as part of their role in the service worked directly with the preschool children in the “Starfish” room held at least a Level 5 award in early childhood care and education on the national Quality and Qualifications Ireland (QQI) 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.

(6) A registered provider of a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 3 of Schedule 6 opposite a particular reference number 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) The inspector observed that there was an adequate number of adults working directly with the children in the drop-in centre.

(6) On arrival to the service the inspector observed that there were 3 children, 1 aged 30 months and 2 children aged 3 to 4 years being cared for by two qualified staff members.

Part III – Management and Staff

Regulation 13 - Temporary pre-school services and pre-school services in drop-in centres

(1) A registered provider of a temporary pre-school service or a preschool service in a drop-in centre shall ensure there are no more than 24 children attending the service at any given time.

(3) A registered provider of a pre-school service in a drop-in centre shall ensure that no child attends the service for longer than 2 hours consecutively.

Compliance Information

(1) On the day of inspection, the inspector observed that only three children attended the drop-in service.

(3) On observation of the time children attended the service for and on review of checking in and out records the inspector was reassured that no child attended the service for longer than two hours consecutively.

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

The inspector observed that the “Starfish” playroom was spacious and bright providing well maintained interest areas such as a soft play area, with vinyl mats, small stairs, shaped cushions and wedges to promote physical play, a cosy corner with soft cushions and ring cushions for children to sit and read, a kitchen/home area for imaginative play, construction tables for building , a transport area with a variety of small vehicles and ride on animated toys in the form of a lady bug. Interest areas were well resourced with play accessories, table top activities and manipulative and connective play materials.

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 service was in a secure area of the hotel. The “Starfish” classroom could not be accessed by an unauthorised person. Access to the playroom was granted by a staff member via a secured door which also prevented children from exiting the playroom unsupervised. A strict sign in and sign out record was maintained for each child being checked in and out of the service.

Infection Control:

There was an adjacent sanitary facility to the playroom which contained a child sized toilet and hand wash basin and a nappy changing unit. The area was well ventilated with a mechanical ventilation system and daily cleaning schedules were maintained. Staff and children were both observed to wash their hands having used the toilet.

Administration of Medication:

In discussion with staff, the inspector was informed that it was the policy of the service that medications were not administered in the service.

Safe Sleep:

In discussion with the staff the inspector was advised that children did not sleep while attending the drop-in service. If a child was observed to be tired or required a nap, parents were requested to collect the child.

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.

Compliance Information

(1) The registered provider and staff ensured that a record was maintained of each child checked in and out of the drop-in service.

(3)(a) The registered provider and staff in the drop-in service ensured that no person other than the pre-school children attending the service, parents or authorised persons dropping or collecting a preschool child, an employee or an unpaid worker could enter the service without authorisation from the staff in the service.

(b) Records containing the following details: Date, person's name, contact number, reason for entry, name of staff member approving entry and check in and out times were maintained by staff. On review of records the inspector observed that these records were retained 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 registered provider ensured that a person trained in a Pre-Hospital Emergency Care Council (PHECC) approved first aid course was available to the children attending the drop-in service.

(2)(a)(b) There was a suitably equipped first aid box safely stored and easily accessible on a high shelf in the nappy changing room, which was always available for the children attending the service

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) The registered provider ensured that a record was maintained in writing of fire drills that were carried out in the service. The last fire drill was carried out on 15 July 2024. On review of records prior to this there was evidence that fire drills were carried out monthly.

(b) A record was maintained of when the firefighting equipment and fire alarm system for the service and hotel were last serviced. The last maintenance service for the firefighting equipment was recorded as having taken place on the 29 January 2024 and the last maintenance check for the smoke alarm system was recorded as having taken place on 12 August 2024.

(4) A notice of procedures to be followed in the event of a fire was displayed in the playroom.