

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015WX109		
Name of Service:	Bellefield Early Years Centre		
Address of Service:	C.W.C.W.(Enniscorthy) Ltd., Bellefield, Enniscorthy, Wexford.		
Eircode:	Y21 A0W5		
Name of Registered Provider:	Trevor Jacob		
Service type:	Part Time		
Date of Inspection:	18/05/2023		
No of pre-school children:	AM	26	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

Bellefield Early Years Centre opened in 2019. The service previously operated under the name of St. Anthony's Preschool which catered for children with additional physical and developmental needs. The service offers a play-based programme to all children with an emphasis on the inclusion of children with additional needs. The service operates Monday to Friday.

Staffing

There were six staff present on the day of inspection who were working directly with the children. The registered provider does not work directly with the children. The childcare manager is the designated person in charge daily on the premises. All the staff working directly with children in the service held the minimum of level 5 and above qualifications in Childcare and Early Childhood Care and Education.

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, 10, 11, 19, 23, 25, 26 and 28.

A sampling process was used to assess compliance under Regulations 9, 10, 11, 19, 23, 25, 26 and 28. As a result, the scope of the inspection was concluded in the two of the early years 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, 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.

(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 childcare manager was the designated person in charge 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 seven staff members were reviewed on the day of inspection.

(2)(a)(b)

There were two validated references available on file for each staff member.

(c)

Garda vetting disclosures were available on file in the service for each staff member.

(d)

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

(4)

Certificates of qualification for each staff member working directly with the early years children were available on file.

Part III – Management and Staff

Regulation 10 - Policies, procedures etc. of pre-school service

A registered provider of a pre-school service shall ensure that the written policies, procedures and statements specified in Schedule 5 are in place for the service.

Compliance Information

The policies, procedures and statements as specified in Schedule 5 of the CHILD CARE ACT 1991 (EARLY YEARS SERVICES) REGULATIONS were available for inspection. For the purpose of this inspection the following policies were reviewed, and found to be adequate and specific to the service:

- Policy on infection prevention and control.
- Policy on inclusion.
- Policy on healthy eating.
- Policy on complaints.
- Policy on behaviour management.
- Policy on administration of medication.
- Policy on collection and drop off.
- Policy on outdoor play

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 26 children being directly cared for by 5 staff, ensuring there were adequate staff available to work with the children and to maintain staff/child ratios at all times. The childcare manager was also present on the premises and available to assist as needed in the room.

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:

The children had access to two large playrooms and a sensory room. The rooms were bright, warm, and well laid out. Interest areas were resourced, and low-level shelves allowed children to freely access toys and materials. The children's daily routine and curriculum plans were displayed on the wall. The staff were observed engaged in play with the children. For example, they were down at the children's level, helping choose toys to play with and engaged in conversations with them.

The atmosphere was relaxed and fun, with transitions between activities smooth, demonstrating that the children were familiar with their daily routine. The staff offered children choices in tabletop activities such as painting, gluing and playdough. The staff supervised the children with handwashing before eating and after toileting. The snack time was unhurried, with children able to eat at their own pace. The staff chatted with the children and helped them with opening lunches while talking about their news and current interests.

The children from both early years rooms enjoyed time in the outdoor area during the morning. The outdoor area was fully enclosed, with a variety of surfaces, such as pathways, grass, and an all-weather surface. There was a climbing frame, ride on toys, a sandpit, a kitchen, and planting areas.

The service worked in partnership with parents. The parents received information regarding their children's individual daily progress at drop off and collection times. The staff maintained a daily diary within the playrooms.

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 locking system at the entrance ensuring restricted access to unauthorised persons. Cleaning products were stored away and inaccessible to children. The outdoor play area was fully enclosed and secured to the rear of the premises.

Infection Control:

Children were observed being supervised with washing their hands before eating, after messy play, outdoor play and after toileting. There was warm running water, liquid soap and paper hand towels available for hand drying throughout the service. The service was clean and well maintained. Cleaning schedules were maintained daily by staff.

Administration of Medication:

There was an administration of medication policy. The manager 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 attending who required 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 in April 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 August 2022 and March 2023.

(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.