

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2016DY037		
<b>Name of Service:</b>	Lovable Me Preschool		
<b>Address of Service:</b>	63-64 Churchwell Drive, Belmayne, Dublin 13, Co. Dublin		
<b>Eircode:</b>	D13 T028		
<b>Name of Registered Provider:</b>	Laima Power		
<b>Service type:</b>	Sessional		
<b>Date(s) of Inspection:</b>	06/06/2024		
<b>No of pre-school children:</b>	AM	19	PM 9
<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Floor 7 Brunel Building, Heuston South Quarter, St John's Road West, Kilmainham, Dublin 8 D08 X01F		
<b>Inspection undertaken by:</b>	E. Griffin		
<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 Childcare Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).

### Conditions if applicable

Not applicable.

### Description of service

Loveable Me is a sessional service providing care to children aged between 2 and 6 years old who are availing of the Early Childhood Care and Education (ECCE) scheme. The service is open from Monday to Friday and operates a morning session between 9.00am and 12.00pm and an afternoon session between 12.30pm and 3.30pm. The service has access to an outdoor area and sanitary facilities onsite.

### Staffing

The registered provider works in the service on a daily basis. The registered provider employs three staff members; two of whom hold childcare qualifications and work directly with the children and one staff member who works in a supernumerary capacity undergoing training and was providing support to the service.

### 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 inspections may also focus on other areas as required. The following regulations were reviewed on the day of inspection:

Regulation 9 (1)(2)(4)-Management and Recruitment

Regulation 11(1)(3)-Staffing Levels

Regulation 15 (1)(3)-Record of a Preschool Child

Regulation 21- Equipment and Materials

Regulation 23-Safeguarding the Health, Safety, and Welfare of child

Regulation 25- First Aid

Regulation 26-Fire Safety Measures

Regulation 28-Insurance

A sampling process was used to assess compliance under: Regulation 15 and Regulation 23. These findings are outlined within the relevant regulation within this report.

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, deputy 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.

(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) The service had a designated person in charge and a named person to deputise as needed.

(b) The designated persons in charge were present when the inspector arrived unannounced to the service.

(c) The service had a clear management structure in place and staff were aware of their own role and responsibility.

(2) A review of the roster and conversation with management showed that there are currently four staff employed to work in the service including the registered provider.

(a) Four written and verified references were available from recent past employers.

(b) Four written and verified references were available from a reputable source other than a past employer.

(c) Garda vetting disclosures were available for all four staff members. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) International Police vetting was available for two staff members who had lived outside of the state for six months or more as an adult.

(4) Evidence was available to show that the registered provider and two staff members who worked directly with the children held 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.

### 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)(3) The registered provider ensured there was an adequate number of adults working directing with the children and ratios were maintained at all times. Evidenced by the following:

- There were four adults present three of whom were working directly with eighteen children aged 2-6 years attending on a sessional basis during the morning.
- There were two adults present working directly with nine children aged 2-6 years attending on a sessional basis during the afternoon.

### 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 sample of ten children's files including children's files from both the morning and afternoon session were reviewed as part of the inspection. The registered provider ensured that the information required under (a)-(i) was maintained for each child.

(3)(c) Records were open to inspection by an authorised person. All records requested by the inspector were available for review.

### 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 care room in the service was designed with the age and stage of development having been taken into consideration. Children were observed to take part in free play and group work. The layout of the room facilitated these choices as the toys and equipment were laid out on low level shelving and were visible and accessible to the children.
- There was a sufficient number of low tables and chairs to accommodate children whilst they played and ate in the care room.
- A cosy area with a soft couch, cushions and books for rest and relaxation was present. There was a large wooden bench with cushions for rest and relaxation present in the outdoor play area. This was observed to be used by the children during the inspection.
- An outdoor play area is available on the premises. The equipment and toys available included a sand box, a mud kitchen and a water pipe feature display on the wall for the children to experiment with water and science. The children have access to an enclosed communal outdoor play area too. A communal enclosed grass play area is located to the back of the service, children are permitted to this area under supervision which is resourced with a slide, swing, and tyres for gross motor activities.

### 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 low windows in the care room had safety devices secured on them.
- Plug sockets accessible to children had socket protector covers.
- Cleaning agents and medication were stored safely out of the reach to the children.

- Toys and equipment used by the children were observed to be well maintained and in a good state of repair.
- The entrance door leading into the premises was appropriately secured to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access to the premises. The outdoor play area was securely gated reducing the risk of unauthorised access and to prevent the children from exiting unsupervised.
- An enclosed communal outdoor play area was securely gated, and children were observed to be appropriately supervised during periods of outdoor play in this area. The registered provider discussed how daily risk assessments are carried out prior to periods of outdoor play ensuring the area is safe. The registered provider discussed the procedures with the inspector and the inspector observed a staff member carry out a safety risk check before the period of outdoor play.

### Infection Control:

- Windows in the care were open to allow for circulation.
- Tables were cleaned before and after mealtimes.
- The sanitary accommodation was equipped with warm water, liquid soap and hand drying facilities. The children were facilitated to wash their hands before eating, after using the toilet and playing outdoors.
- Toilet rolls and paper hand towels were hygienically dispensed.

### Fire Safety:

- On the day of inspection, it was observed that all emergency exit doors were clear from obstruction. This helped ensure the safe effective evacuation of children and staff in the event of an emergency evacuation.

### Non-Compliance Information

#### General Safety:

1. A child was observed to bring popcorn into the service as part of a Cultural/Favourite Food Day. The service was not aware that popcorn is prohibited in early years services due to being a choking hazard. It is acknowledged that once the early years inspector mentioned the risks associated with popcorn the staff member removed the risk.
2. Children attendance books were not maintained contemporaneously to ensure staff knew how many children were present in the care rooms. Evidenced by the following.
  - In the care room, there were nineteen children observed to be present at 9.56 am. On review of the attendance book there were 14 children marked present. A child who had arrived late to the

service had not been marked in as present and four children who were due to leave early on the day had been marked out in the attendance book even though they were still present.

3. There were two trailing flexes observed to be accessible to the children throughout the inspection, one from a lamp in the home area and one from a mobile phone charger in the main care room. This posed a safety risk.
4. The front panel of a radiator cover was loose leaving a gap accessible to the children. This posed a pinch risk for the children.
5. There was a loose hook located at child's level positioned on the wall outside the sanitary area. This posed a risk of injury for the children.

### Infection Control:

6. The foot operated pedal bin in the sanitary area was observed to be broken. Children were observed to use their hands to open the bin to dispose hand paper towels after drying their hands. This posed a risk of cross infection.
7. Spare clothes were stored within arm's reach on a shelf just above the two toilets in the sanitary area. This increased a risk of cross infection.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

##### General Safety:

1. Popcorn was removed from healthy eating policy as an allowed option for snack time. Parents were sent the updated healthy eating policy and advised no popcorn is allowed in the service. If the child brings popcorn into the service, it will be returned home, and parents advised of "no popcorn allowed to due choking concerns".
2. Management spoke to staff to mark children in as soon as they come into the service. Staff advised not to mark children out in advance but use post it sticky pads to inform other staff members of child's early leaving. Manager is to conduct checks at 9:30 and 10am each morning to make sure to adhere to clock in/out rules.
3. Phone charger was removed from the plug, staff advised not to charge the phone while children are on the premises, use lunch break instead between 12-12:30. Light trailing flex in the home corner was secured to the wall and press pushed over it. Management to check this daily.
4. Currently heating is switched off and there is no danger to the children to get burned. Maintenance crew will be working in the classroom over the summer months and will secure the cover so it will not be

accessible to the children. Management will complete a risk assessment on the highlighted risks by the inspector prior to opening on the 26th of August 24.

5. Hanger with the loose hook was removed off the wall. Staff notified to remove loose hooks immediately. Manager to complete risk checks weekly.

### Infection Control:

6. New bin purchased. Staff informed if pedal isn't working, remove the bin and management will replace with a new one.
7. Spare clothes are now stored in plastic boxes with a lid, staff advised of this. Risk checks to be completed by management.

### Supporting documentation submitted

#### General Safety:

- Extract from Parent Handbook 2204/2025 stating popcorn not permitted.
- Photographic evidence of trailing flex secured.

#### Infection Control:

- Photographic evidence of new bin.
- Photographic evidence of spares clothes stored in plastic boxes with a lid.

### Summary Comment

The registered provider through the corrective and preventive actions taken has addressed the non-compliances identified under 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) The service provided evidence that a person trained in First Aid Responder training was available at all times to the children attending the pre-school as evidenced by the staff roster.
- (2)(a)(b) Suitably equipped first aid boxes were available and were safely stored in an easily accessible and conspicuous position on the premises and was available to the adults caring for the children at all times.

### 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.
- (2) The record referred to in paragraph (1) shall be open to inspection by-
- (c) an authorised person.
- (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)(b) The registered provider ensured that the following records were maintained. There was a record of servicing and maintenance for the firefighting equipment and smoke alarms showed that the firefighting equipment was last serviced on 27 February 2024 while the smoke alarms were last serviced in August 2023.
- (2)(c) Records were open to inspection by an authorised person. All records requested by the inspector were available for review.
- (4) Procedures detailing the steps to take in the event of a fire were displayed on the wall in the care room.

### Non-Compliance Information

- (1)(a) The registered provider did not ensure there was a written record kept of the latest fire drill. The last fire written fire drill was recorded on 26 January 2024. The registered provider verbally informed the inspector that there have been other fire drills completed since January however no written record was available of these drills.

### Corrective & Preventive Action submitted by the Registered Provider

## Corrective and Preventive Action

(1)(a) Staff advised fire drill records must be kept accurate. As soon as fire drill is completed, records must be updated on the same day. Management will complete weekly checks and schedule fire drill once a month for both classes.

## Supporting documentation submitted

No supporting documentation submitted.

## Summary Comment

The registered provider through the corrective and preventive actions taken has addressed the non-compliance identified under Regulation 26.

## Part VI - Safety

### Regulation 28 - Insurance

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

## Compliance Information

The registered provider ensured the service was insured. The insurance certificate provided for review showed cover for twenty-two children and an expiry date of 27 March 2025.