

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2016FL025
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<b>Name of Service:</b>	Little Ruggers
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<b>Address of Service:</b>	Malahide Rugby Club, 9 Estuary Road, Malahide, Co. Dublin
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<b>Eircode:</b>	K36 R654
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<b>Name of Registered Provider:</b>	Anna Ptak
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<b>Service type:</b>	Sessional
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<b>Date of Inspection:</b>	20/03/2024
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<b>No of pre-school children:</b>	AM	16	PM	N/A
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<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
<b>Inspection undertaken by:</b>	E. Finnegan Hayes
<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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### Description of service

Little Ruggers is a privately owned service located in a residential area in North County Dublin. The service operates from one care room in Malahide rugby club and caters for a maximum of 22 children aged 2-6years. The service participates in the Early Childhood Care & Education (ECCE) scheme. An enclosed outdoor area is available to the rear of the service.

### Staffing

The registered provider employs three staff to work in the service including two staff employed under the Access and Inclusion Model (AIM). The registered provider also works in 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, safety and premises and facilities. 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

*(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 service had a designated person in charge and named person to deputise as required. The person in charge was present in the service when the inspector arrived and remained in the service for the duration of the inspection.

(c) There was a clear management structure in the service and staff were aware of their own role and responsibilities.

(2) A review of the staff roster and conversation with the registered provider showed that there are currently four staff employed in the service all of whom work directly with the children including the registered provider. The files of all four staff were reviewed.

(a)(b) Eight written and validated references were available in relation to four staff members.

(c) Garda vetting disclosures had been obtained 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) Police vetting was available for two staff members who had lived in a country other than Ireland for a period of six months or more as an adult.

(3) A review of the paperwork available showed that the registered provider had conducted the checks required under (2) prior to the employment start date of all staff members.

(4) Evidence was available to show that four staff members who worked directly with children attending the service held at least a major award in Early Childhood Care and Education at Level 5 or above on the National Framework of Qualifications or a qualification deemed eligible by the Department of Children and Youth Affairs.

### 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 that an adequate number of staff were working directly with the children on the day of inspection and ratios were maintained throughout the day. Sixteen children were being cared for by four staff members when only two staff members were required.

### Part IV – Information and Records

#### Regulation 16 – Record in relation to pre-school service

*(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:*

- (a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;*
- (b) details of the class of service and the age profile of children for which the service is registered to provide services;*
- (c) details of the adult:child ratios in the service;*
- (d) the type of care or programme provided in the service;*
- (e) the facilities available;*
- (f) the opening hours and fees;*
- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (h) details of attendance by each pre-school child on a daily basis;*
- (i) details of staff rosters on a daily basis;*

*(j) details of any medication administered to a pre-school child attending the service with signed parental consent;*

*(k) details of any accident, injury or incident involving a pre-school child attending the service.*

*(2) A registered provider shall ensure that-*

*(a) all documents and records relating to references and Garda and police vetting obtained under Regulation 9(2) are retained for a period of 5 years from the date on which the person to whom the document or record relates commences working in the service*

### Compliance Information

(1) The registered provider ensured that a record in writing is kept of the following information in relation to the preschool service:

(a) The staff files contained the name, position, qualifications and experience of the person in charge and of every other employee.

(b)(e)(f) The statement of purpose and function detailed the class of service and the age profile of children for which the service is registered to provide services, the facilities available and the opening hours and fees of the service.

(c)(d) Details of the adult:child ratios and type of care programme available were detailed in both the statement of purpose and function and a key information sheet.

(g) The service had all the policies, procedures and statements required in accordance with Regulation 10.

(h) The children's attendance was recorded in an attendance record book.

(i) A staff roster was available for review.

(j) The service does not routinely administer medication however a form which would be used in the event of administration of medication was reviewed. The registered provider advised that no medication has been administered in recent months.

(k) An accident record book was available for review.

(2)(a) Garda vetting disclosures which dated back a period of 5 years were available for two staff who have been employed in the service for more than 5 years.

### 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 registered provider ensured that an adequate supply of suitable materials and equipment were available to the children in the service. The following was observed;

- The furniture and equipment in the care rooms were observed to be well maintained, durable and easy to clean, and suitable for the age and stage of the children attending. Nine tables allowed for a variety of tabletop activities to proceed comfortably at one time while cushions and mats allowed children to engage comfortably in floor-based activities.
- A range of toys and equipment which supported a variety of play experiences were readily available and accessible to the children to support independent play. For example, a large selection of montessori equipment was provided in line with the service curriculum and ethos, playdough was readily available providing a sensory experience for the children while an easel and mark making equipment such as markers and pencils provided opportunities for artistic expression and development of pre-writing skills.
- A cosy area was provided for children who needed to take a rest from activities.
- The outdoor area was secure and provided a large play environment for the children.

### 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 entrance was securely locked on arrival to the building and remained locked throughout the day which prevented unknown persons entering the premises and prevented children leaving the service unsupervised.
- Staff were observed to accompany children to the toilets which were down the hallway from the care room ensuring adequate supervision.

- Cleaning supplies were secured on a high shelf out of reach of the children in both the care room and sanitary area.

### Infection Control:

- Children's lunches which are brought from home were stored in a fridge in the care room to prevent spoiling of perishable items.
- Warm water, dispensed soap and paper handtowels were available to support adequate hand hygiene.
- Cleaning rotas were available and completed to date.

### Fire Safety:

- Fire exits were unobstructed during the inspection.
- Staff were aware of the procedure to be followed in the event of a fire emergency.

### Non-Compliance Information

#### Fire Safety:

1. The registered provider did not ensure that a fire drill was conducted monthly in the service. A review of the fire drill records showed that the last fire drill took place on 22<sup>nd</sup> January 2024; no fire drill was conducted during February 2024. Monthly fire drills are required to ensure the safe evacuation of staff and children in the event of a fire emergency.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

#### Fire Safety:

1. On the day following the inspection, we organized a fire drill to make up for the lost day. Fire drills will be scheduled ahead of time in our calendar and recorded promptly in our roll book also.

#### Supporting documentation submitted

No documentation submitted.

### Summary Comment

The corrective and preventive actions provided by the registered provider are sufficient to address the non-compliance 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) A review of the roster and first aid responder certificates showed that a staff member trained in First Aid Response (FAR) is rostered to be on the premises and available to the children at all times during the opening hours of the service.
- (2)(a)(b) A suitably equipped first aid box was stored safely out of reach of children, readily available and easily accessible on a high shelf in the care room for use as required.

### 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 providers ensured that a record of all fire drills conducted in the service were maintained and available to the inspector.
- (b) Maintenance certificates were available for review for the firefighting equipment and smoke alarms system. The record showed that the firefighting equipment was last serviced on 26<sup>th</sup> January 2024 while the smoke alarms were last serviced on 28<sup>th</sup> January 2024.
- (4) A notice detailing the procedure to be followed in the event of a fire emergency was displayed in the care room.