

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2016TY008
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<b>Name of Service:</b>	Busy Bees Rathkeevan Preschool
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<b>Address of Service:</b>	Rathkeevan National School, Cahir Road, Clonmel, Co. Tipperary
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<b>Eircode:</b>	E91 YY24
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<b>Name of Registered Provider:</b>	Vanessa Moriarty
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<b>Service type:</b>	Full Day
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<b>Date of Inspection:</b>	08/04/2024
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<b>No of pre-school children:</b>	AM	21	PM	15
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<b>Address of the Early Years Inspectorate:</b>	Tusla Child and Family Agency, Glenmorgan Building, Ferryhouse, Clonmel, Tipperary.
<b>Inspection undertaken by:</b>	E Cullen
<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

Busy Bees Rathkeevan is a play based full day care service, providing a programme to children aged two to six years old. The service operates 7:30am to 6:15pm Monday to Friday, 50 weeks per year. The service is located in a converted single storey community building, adjacent to Rathkeevan National School on the outskirts of Clonmel town. The premises consists of a preschool classroom, school aged classroom, kitchen, sanitary accommodation, covered outdoor play area and a second larger play area to the side of the building. The service is one of eight preschool services operated by the registered provider in the South Tipperary area. A registered school aged service is also provided onsite.

### Staffing

The service currently employs seven staff members who work directly with children. The registered provider does not work directly in the service. Staff members held qualifications in Early Childhood Education and Care at Level 6 and 8 on the National Framework of Qualifications.

### 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. The inspection may also focus on other areas as required.

A sampling process was used to assess compliance under regulation 15 – Record of a preschool child. As a result, the scope of the inspection included time spent in the early years classroom.

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

*(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

(2) Documentation was reviewed for the seven staff members employed by the service.

(a)(b) Two validated references were available for each staff member from either a past employer, or from a reputable source.

(c) Garda vetting disclosures had been obtained for all staff. 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 outside the state for a period over 6 months.

(4) Certificates of qualification were available on file demonstrating that staff members held a qualification at the minimum level 5 and above on the National Framework of Qualifications.

### 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) On the day of inspection there were adequate numbers of staff were working directly with the children at all times. The designated person in charge and additional staff members were available to provide cover for staff breaks.

(2) The staff to child ratios were maintained as follows in the service:

- At 10:15am there were 21 children with 4 staff members directly supervising them.
- At 12:30pm there were 15 children with 5 staff members directly supervising them.

### 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.*

### Compliance Information

(1)(a) – (i) Prior to a child commencing in the service, all parents and guardians were issued with a child registration form. This registration form was developed by the service and contained all of the required information for parents and guardians to complete.

A sample of ten child registration forms were reviewed on the day of inspection, and all were completed in full with appropriate declarations signed by parents and guardians.

## 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:

There was a secure entry and exit system in place on the main entrance door of the building to prevent unauthorised persons gaining entry or children exiting unsupervised. The kitchen area was inaccessible to children. All cleaning agents were stored safely and out of reach of children.

Equipment used by children were in good condition and suitable for use by the age range of children using them. The outdoor play area was maintained to a good standard and free from hazards. The classroom temperature was recorded at 19°C which is within the required 18°C to 22°C in the preschool room. Warm water used by children for handwashing was thermostatically controlled and maintained below 43°C. The temperature was recorded at 36°C in the main toilet block.

#### Infection Control:

The service was clean and well maintained with cleaning schedules maintained daily by staff. Children were observed washing their hands before eating and after toileting. There was warm running water, liquid soap and paper hand towels available for hand washing throughout the service. Tables and equipment were cleaned prior to food being served to children and appropriate safe food storage and preparation was observed.

### 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) Records confirmed that each child was checked in on arrival at the service and checked out on departure by a staff member.

(3)(a)(b) A visitor register was used to record all persons entering the premises. This book was presented to the inspector on arrival at 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 fire fighting 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) There was a record of fire drills which had taken place in the service. The most recent fire drill was recorded as having taken place on 28 March 2024.

(b) There was a record available demonstrating that the firefighting equipment was last serviced on 04 March 2024 and a new smoke alarm system was installed and commissioned on 10 June 2023.

(4) There was a notice of the procedures to be followed in the event of a fire displayed beside the emergency exit door on the premises.

### Part VI

#### - Safety

#### Regulation 28 - Insurance

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

#### Compliance Information

The service demonstrated insurance cover for a full day care with school aged care for up to 52 children at any one time. The insurance policy commenced 28 March 2024 and will expire 27 March 2025.