

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2016WX004		
Name of Service:	Cot 2 Crayons		
Address of Service:	The Ballagh Community Centre, Ballaghkeen, Enniscorthy, Wexford		
Eircode:	Y21 XF21		
Name of Registered Provider:	Elaine Keogh Leacy		
Service type:	Sessional		
Date of Inspection:	25/04/2023		
No of pre-school children:	AM	20	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

Cots 2 Crayons is a privately operated early years service which offers a sessional service to children aged 2 to 6 years of age. The service is open from 9.15am to 12.15pm Monday to Friday and can accommodate up to 22 children. The early years service is located in the community centre in the village of The Ballagh outside Enniscorthy. The service consists of a large playroom, sanitary accommodation, an indoor and outdoor play area, and a kitchen.

Staffing

There were two staff working in the service on the day of inspection. There is a designated person in charge daily. The staff working directly with children in the service held the minimum of level 5, 6 and 8 qualifications in Childcare and Early Childhood Care and Education on the National Qualifications 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 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, and 26.

A sampling process was used to assess compliance under regulation 9, 10, 11, 19, 23, 25, and 26. As a result, the scope of the inspection was concluded in the indoor and outdoor area.

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 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)(2)(3)(4)

The designated person in charge stated that there has been no change to the staff employed in the service since the last inspection on 12 March 2021. The files for staff members reviewed on the previous inspection were fully compliant, and therefore were not reviewed on this inspection.

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 adequate and specific to the service:

- Policy on infection control and handwashing
- Policy on nappy changing.
- Policy on accidents and incidents.
- Policy on healthy eating
- Policy on complaints
- Policy on Behaviour management
- Policy on administration of medication
- Policy of statement and function of the service

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 20 children being directly cared for by 2 staff, ensuring there were adequate staff available to work with the children and to maintain staff/child ratios at all times.

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 staff and children sat together for their morning snack. The staff prompted children with handwashing, and then they all sat together to eat. The service kept a supply of extra food and snacks in the kitchen in case a child forgot his/her lunch or was still hungry. The children helped with giving out their friend's lunch boxes and setting the table for snack time.

The children were settled and familiar with the environment and enjoyed talking to the inspector about how old they were, going to big school and what they liked in playschool. The children enjoyed time in the outdoor area and excitedly tidied up to go outside before snack time.

The daily routine was flexible and led by the children. The staff used visual cues and pictures to support this. For example, the daily routine was displayed using pictures on the wall, and transitions were supported by the “Now and Then” picture poster/display, to show children what activities were happening next. The playroom was well-resourced and contained developed interest areas, materials and equipment such as dress up, home area, music, dolls house, hairdressers, reading area and small world.

The atmosphere was relaxed and the interactions between the staff and children were kind and positive with praise given. Minor disputes between children were handled calmly and kindly. A child was cuddled and comforted when he became upset. The staff kindly reassured the child until he was settled and told him “I’m sorry you’re sad”.

Children who wore nappies were changed when required. Children who were toilet trained used the toilet independently and were encouraged to wash their hands afterwards. The staff were observed to pick up on cues from children who needed prompting and support to use the toilet independently.

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 to restrict entry to unauthorised persons. Cleaning products were stored away and inaccessible to children. The outdoor play area was fully enclosed to the front of the premises and children were fully supervised while in the outdoor area. The staff carried out daily risk assessments of the premises, which was documented daily.

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. Cleaning schedules were maintained daily by staff.

Administration of Medication:

There was an administration of medication policy. 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 on 30 March 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 January 2022.

(4)

There was a notice of the procedures to be followed in the event of fire displayed in a conspicuous position in the service.