

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2017FL500
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Name of Service:	Little Harvard Creche and Montessori
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Address of Service:	Holywell, Swords, Fingal, Co. Dublin
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Eircode:	K67 V076
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Name of Registered Provider:	James Hargrave
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Service type:	Full Day, Part Time, Sessional
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Date(s) of Inspection:	21/05/2024
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Date 2 of Inspection:	22/05/2024
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No of pre-school children:	AM	74	PM	59
No of pre-school children:		77		61

Address of the Early Years Inspectorate:	Early Years Inspectorate, 181-189 Lakeshore Drive, Airside Business Park, Swords, Co. Dublin K67 Y5C6.
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Inspection undertaken by:	S. Cully & AM. Coyle
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Title:	Early Years Inspectors
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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
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Description of service

Little Harvard operates 19 childcare services across the counties of Dublin, Wicklow and Kildare providing sessional, part-time and full day care for pre-school children from 1 to 6 years of age and school aged children up to 12 years of age. This service is located in a residential area of Swords and operates from Monday to Friday between 7.00am and 6.30pm for 51 weeks each year, closing for 1 week over the Christmas holiday period. Eligible children are facilitated to participate in the state funded early childhood care and education (ECCE) scheme from 9.15am – 12.15pm from Monday to Friday for 38 weeks each year. There are 9 care rooms provided on the premises with pre-school children currently accommodated in 7 care room, namely the Wobbler Room, Toddler Room 1, Toddler Room 2, Pre-school Room 1 and Pre-school Room 2 located on the ground floor and ECCE Preschool Room 5 and Preschool Room 6 located on the first floor. The service's sleep room is situated between and directly accessible from both the Wobbler Room and Toddler Room 1. A spacious fully enclosed outdoor play area is provided to the rear and side of the premises.

Staffing

There are 23 staff members employed in this service including the area manager, the service manager, an assistant manager, a supervisor, 15 staff members who work directly with the pre-school children, 1 staff member who works solely with the school aged children in the service, a chef, a bus driver and a staff member who engages in cleaning duties from 5.00 to 10.00pm daily. The management team in the service are available to support the staff in the rooms when caring for children or covering lunch breaks. The company's general manager was present on the premises for the closing meeting on day 2 of the inspection. The registered provider was not present during the inspection and is not based in this 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, safety and premises and facilities. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9, 11, 15, 19, 22, 23, 24, 25 and 26 however, on inspection additional non-compliance which posed a risk was identified under Regulation 27. These findings are outlined within the relevant regulations within this report.

A sampling process was used to assess compliance under regulation 15 Record of a Pre-school Child.

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 inspectors wish to acknowledge the cooperation of the person in charge, the area manager, the general manager, staff and children who were present on the days 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,

(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 manager was the designated person in charge of the service and there was a named person available to deputise when required.

(b) The service manager was present on the premises when the inspectors arrived unannounced on the morning of the first day of inspection and on the second day of inspection. At times when the manager was required for school collections the deputy person in charge and the area manager was present and available on the premises.

On the second day of the inspection, the files for the 23 employees of the service were reviewed. The files for the company's general manager and for a student present in the service as part of training work placement programme were also reviewed.

(2)(a) &(b) Two written and validated references were available for the 23 employees of the service, the general manager and the student present.

(c) Garda vetting disclosures were available for 25 adults including the general manager and the student present. 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 in relation to 19 adults, including the student, whose files indicated that they had resided outside of the Irish jurisdiction for more than 6 consecutive months as adults.

(4) Documentary evidence was available to confirm that 18 employees whose files were reviewed and who work directly with the children in the service, including the area manager, service manager, assistant manager and supervisor, held an appropriate childcare qualification at Level 5 or higher on the National Framework of Qualifications or a qualification deemed by the minister to be equivalent.

Non-Compliance Information

(9)(2)(d) International police vetting was not available for 1 staff member whose curriculum vitae indicated that they had lived resided outside of the Irish jurisdiction for more than 6 consecutive months as an adult.

(4) One staff member who was working directly with the preschool children in the service did not have documentation available to demonstrate that they were awarded an appropriate childcare qualification.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

(9)(2)(d) The staff member has since applied and is awaiting police vetting to be provided by officials in the country involved.

(9)(4) Staff's qualification has been obtained and placed on her file.

Preventive Action

(9)(2)(d) Senior Management and HR will monitor the Police vetting more closely. Going forward no staff will commence work until Police vetting is provided.

(9)(4) Local and senior management will regularly inspect staff files to ensure compliance with Regulation 9 going forward.

Supporting documentation submitted

Documentary evidence of an international police vetting application submission

Photographic evidence of documentation of an awarded childcare qualification

Summary Comment

The inspector reviewed the actions and evidence submitted. The non-compliance in relation to Regulation 9(4) has been adequately addressed.

Evidence was received to demonstrate that an application for international police vetting was made in relation to the non-compliance identified under Regulation 9(2)(d). As the processed disclosure has not yet been returned to the registered provider, this non-compliance remains outstanding.

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.

(8) Without prejudice to paragraphs (2) to (7)-

(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,

Compliance Information

(2) The adult to child ratios were correct in the service when the inspectors arrived unannounced on the first day of inspection and announced on the second day of inspection and remained correct throughout the inspection.

The following adult to child ratios were observed on the first day of the unannounced inspection:

- Wobbler room: There were 7 children between the ages of 1 year and 3 months and 2 years and 3 months being cared for by 2 adults. In addition, a student was present as part of an early years work experience placement.
- Toddler room 1: There were 5 children between the ages of 2 years and 7 months and 2 years and 10 months being cared for by 1 adult.

- Toddler room 2: There were 9 children between the ages of 2 years and 11 months and 3 years and 3 months being cared for by 2 adults.
- Preschool room 1: There were 16 children between the ages of 3 years and 10 months and 4 years and 7 months being cared for by 2 adults.
- Preschool room 2: There were 13 children between the ages of 3 years and 5 months and 4 years and 3 months being cared for by 2 adults.
- Preschool room 5 (ECCE only): There were 14 children between the ages of 3 years and 6 months and 4 years and 2 months being cared for by 2 adults.
- Preschool room 6: There were 10 children between the ages of 4 years and 6 months and 5 years and 4 months being cared for by 2 adults.

The following adult to child ratios were observed on the second day of the announced inspection:

- Wobbler room: There were 8 children between the ages of 1 year and 3 months and 2 years and 3 months being cared for by 2 adults. In addition, a student was present as part of an early year's work experience placement.
- Toddler room 1: There were 9 children between the ages of 2 years and 7 months and 2 years and 10 months being cared for by 2 adults.
- Toddler room 2: There were 9 children between the ages of 2 years and 11 months and 3 years and 3 months being cared for by 2 adults.
- Preschool room 1: There were 13 children between the ages of 3 years and 10 months and 4 years and 7 months being cared for by 2 adults.
- Preschool room 2: There were 14 children between the ages of 3 years and 5 months and 4 years and 3 months being cared for by 2 adults.
- Preschool room 5 (ECCE only): There were 14 children between the ages of 3 years and 6 months and 4 years and 2 months being cared for by 2 adults.
- Preschool room 6: There were 10 children between the ages of 4 years and 7 months and 5 years and 4 months being cared for by 2 adults.

(8)(a) The registered provider ensured that 2 adults were present on the premises at all times, as evidenced in staff rosters and staff attendance records maintained at the service.

Non-Compliance Information

(1) While the adult to child ratio in each room was correct on both days of the inspection there was a period of time between 11.10am and 2.30pm on the first day of inspection where an inadequate number of staff was working with the children in Toddler 1 room. The following events were observed.

- The following events were observed in the Toddler room from 11.10am on day 1 of the inspection. The inspector observed that one staff member was caring for 6 children and carrying out nappy changing duties.
- While carrying out nappy changing duties the door to the nappy changing area was propped open in order for the staff member to supervise the children who remained in the care room while changing each child in turn.
- In the care room three children were stacking large plastic building blocks. One child pushed the blocks over which then fell and hit a child who cried and said they were hurt. Although the staff member offered verbal words of comfort while changing a child's nappy, they were not available to attend to the children.
- While the staff member continued to change nappies, at 11.15am a parent dropped off their child to the room. There were now 7 children in the room and the inspector informed the staff member of the child's arrival. At this time, the child who had previously been upset was now in the nappy changing area. The child was touching surfaces and stepping up to reach the sink. The staff member asked the child numerous times to wait in the room while she finished changing another child's nappy.
- Soon after the arrival of the 7th child the service manager came to the room, but the level of supervision continued to be inadequate. The staff member carrying out nappy changing duties was trying to remove the child (who was now playing in the sanitary area) while a 2nd child was also attempting to go back into the sanitary area following their nappy change. This child was visually impaired, and the staff member had previously described that the child enjoyed water play. The staff member explained to the 2nd child that although they were looking for water play they could not play in the sanitary area and lifted the child out of the space. The child then lay on the care room floor upset. The service manager was reading a book with 3 children.
- When the staff member had completed nappy changing the service manager suggested that the staff member continue reading with the children while the beds were prepared. At this point one child wearing a t-shirt and nappy said they were cold, and their t-shirt was wet from having previously accessed the sink in the sanitary area. The child's t-shirt was not changed, or additional clothing provided.

- At 11.35am the children began to go down on their beds for sleep. The inspector also observed that the furniture and materials in the care room was pushed back against the walls in preparation for sleep time from 11.10am – 2.30pm. The staff member explained that this was because they did not have the time to re-arrange the room following sleep time as they put beds away and supervised lunch with the children alone.

The observations above, along with the information shared with the inspector from staff member on the day about the developmental needs of the children in the group, indicated that the number of staff available to the children was inadequate during the period of time stated above. The inspector was also not assured that there was a robust system in place for the provision of additional support to lone working staff members when personal care needs needed to be attended to.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Actions

(1) The registered provider states that the following actions have been taken:

- Rosters have been drawn up to ensure that ratios are maintained at all times and enough cover is in place for when staff need to attend to the personal care needs of the children. This will ensure that the manager and/or deputy is available for assistance at all times.
- Staff have been spoken to in carrying out the correct nappy changing procedures and to ensure that the door of the sanitary area stays close while carrying out nappy changing to avoid cross-contamination.
- Manager and staff have been spoken to and reminded of the importance of supervision of children at all times and the importance in engaging with the children on an ongoing basis and attending their needs.
- Training has taken place with the staff concerned relating to the changing of wet clothes in a timely manner.
- An extra staff in Toddler Room 1 will be allocated following sleep time to ensure adequate supervision and to support these transition periods.

Preventative Actions

The regional and senior management will visit the premises on a regular basis to ensure compliance with all aspects of Regulation 11.

Supporting documentation submitted

Documentary evidence that staff have completed training around the procedures stated above.

Summary Comment

The inspector reviewed the actions and evidence submitted. The non-compliance identified under Regulation 11(1) has been adequately addressed.

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-

- (a) a parent or guardian of a pre-school child but only in respect of the record relating to that child,*
- (b) an employee who is authorised in that behalf by the registered provider, and*
- (c) an authorised person.*

Compliance Information

(1) A sampling process was used in relation to the children's records. Twelve of the 17 sampled registration forms were appropriately completed with the required information as specified in sub-sections (a) to (i) in this regulation.

(3) The children's records were available and open for review by the inspectors as authorised persons.

Non-Compliance Information

(1) Five registration forms did not contain appropriate information as required under Regulation 15 (1)(f).

- Three children identified on the care rooms allergy list did not have details of their allergy or information relevant to the provision of special care or attention on their record forms.
- One child's record form indicated the child experienced a reaction to peanuts but had no additional information relevant to the provision of special care or attention on their record form.
- One child's medical form indicated the child has a long-term medical condition but had no additional information relevant to the provision of special care or attention on their record form.

The registered provider must ensure that 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, is recorded and kept on file to ensure that the needs of the child can be met while attending the service.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

(1)(f) All three care room allergy lists have been updated including comprehensive information about each child's needs and care instructions.

Additional information to the care room allergy list has been added to the child with a peanut allergy.

Additional information has been added for the child with a long-term medical condition on care room allergy list to help facilitate the needs of the child.

Preventive Action

Local and Senior management will monitor and inspect such documentation on an ongoing basis to ensure compliance with all aspects of Regulation 15.

Supporting documentation submitted

Documentary evidence of updated records

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliance identified under Regulation 15 (1)(f) has been adequately addressed.

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
- (b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.

Compliance Information

(1)(a) The following observations are examples of how each child's learning, development and well-being was facilitated within the daily life of the service:

Basic needs:

- Mealtimes were a social and relaxed experience for the children as they were given ample time to finish their meals, chat together with the staff and requests for more food were promptly responded to.
- Staff were attentive to children's personal care needs, providing younger children with bibs when eating, wiping their noses and faces and helping them to wash hands. Children had suncream applied when going to the garden and staff supported children to add or remove layers of clothing when needed.
- Nappy changing occurred regularly and as required. Staff were observed to engage with children in a caring manner while carrying out nappy changing duties. Children who were toilet trained were supported to use the toilet independently with assistance provided as required.
- Children in the Wobbler room were placed to sleep in the cot room located between the Wobbler room and Toddler 1 room. Children in Toddler 1 room and Preschool 2 room were placed to sleep on floor beds laid down in the care rooms. Comfortable rest areas including child sized couches and floor mats were available in all the care rooms in the service where children could sit and rest as they desired.
- Appropriate language and practices were observed being used by staff when supporting children's social behaviours or supporting resolution of minor conflicts.

Supporting relationships around children:

- The staff members were observed engaging positively with the children during the inspection, frequently initiating conversations using warm tones of voice. They demonstrated their knowledge of the children's needs and preferences when speaking about the children.
- The children appeared to be comfortable and familiar with their caregivers and within their environment. They looked to the staff members for comfort or support and moved freely around their play spaces.
- Records were kept of younger children's daily routines including meals, times of rest and nappy changes which was shared with parents at collection. The children also had books where their work and development observations were stored which would be shared with parents throughout the year.

Physical and material environment:

- The toys and play equipment available were mostly available within children's reach on open low-level shelving.
- Toddler room 1 and 2 and Preschool rooms 2, 5 and 6 were laid out in designated areas of interest including home corners, construction areas, arts and crafts areas, and materials for tabletop activities.
- The outdoor area consisted of 2 enclosed spaces with one garden designated for use by the Wobbler room and Toddler 1 and 2 rooms. This area was covered in artificial grass and resourced with wall mounted blackboards, sand trays, slides, see saw and ride along toys. The bigger enclosed area was designated for use by the Preschool rooms and School age children at scheduled times. This area, also covered with artificial grass, was resourced with a climbing frame, outdoor kitchens, ride on toys, and trays filled with large plastic building play materials under a sheltered area.

Non-Compliance Information

Basic needs:

1. In the Toddler 1 room the children had been stripped down to their tops/t-shirt and nappy as nappy changing was being carried out and in preparation for sleep time. Nappy changing had begun before the inspector arrived to the room at 11.10am and the children did not go on their beds until 11.45am. During this time the children were actively playing in the care room and moving in and out of the sanitary area. Following further observations and discussions with staff this practice was carried out as a time saving exercise and was not child-centred practice.

Physical and material environment:

2. The Wobbler room lacked identifiable interest areas and the selection of materials available were limited in range, variety, and sensory experiences with a reliance on plastic toys. Children's opportunities to engage in self-directed and interesting play experiences were impacted.
3. The home corner in the Wobbler room was poorly resourced, with 1 small basket consisting of plastic plates, cups, pots and 1 item of plastic food which out of children's reach for the day furthermore the home area in Preschool room 1 was poorly equipped.
4. There was a lack of sensory play opportunities for the children in the Wobbler and Toddler 1 room. It is acknowledged that there was sand provided in a tray in the garden area, but it was low in quantity and there were no other sensory opportunities available indoors or outdoors.
5. There was a poor selection of books accessible to the children in the Wobbler room, Toddler 1 room and Preschool room 1.

Supporting relationships around children:

6. The family wall in the Wobbler and Toddler 1 room were on display high up the wall out of children's direct eyeline limiting opportunities for interaction with family photographs alone or with peers.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action

The registered provider states that the following actions have been taken:

1. Staff in Toddler Room 1 have been spoken to and cautioned not to engage in this practice in the future.
2. The Wobbler Room has been rearranged to ensure each area is clearly defined and easily accessible to children and additional variety of materials to cater for different sensory experiences have also been added in the room.
3. Additional variety of play materials that are safe and suitable for the age groups have been added to the home corner, all within easy reach of the children to encourage independent play.
4. Additional sand was added in the tray in the garden area and sensory props are now in place for indoors and outdoors.
5. Additional age-appropriate books have been added in all three rooms to ensure compliance with best practices and standards.

6. The family wall was repositioned to be at the children’s eye level and easy accessible for children to view and interact with.

Preventative Action:

The regional and senior management will visit the premises on a regular basis to ensure compliance will all aspects of Regulation 19.

Supporting documentation submitted

Photographic evidence of changes made to learning environment as stated in points 2 to 6.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliance identified under Regulation 19(1)(a) has been adequately addressed.

Part V - Care of Child in Pre-school Service

Regulation 22 – Food and drink

A registered provider shall ensure that adequate and suitable, nutritious and varied food and drink is available for each pre-school child attending the pre-school service.

Compliance Information

The service provides all snacks and meals to the children attending on a full day care basis. The children who attend the ECCE programme bring their own snack with them from home. All other snacks and meals are prepared on site by the chef. A 4-week menu demonstrating that a varied and nutritional choice of food is available was on display in the service. Dietary requirements specified by the parents were accommodated, as observed in practice during the inspection.

A selection of breakfast cereals and toast with butter was available for the children to have for breakfast between 8.00 and 9.00am. The morning snack served by the service from 11.00am on the first morning of inspection consisted of a selection of fresh fruit and yogurts and on the second day of inspection a fruit and cheese platter with homemade brown bread was served for morning snack. Dinner of grilled Chicken with couscous and mediterranean vegetables was served on the first day of inspection with Salmon, peas and mashed potato served on the second day. Homemade scones were served for tea at 4.00pm on the first day of inspection with toasted

sandwiches served for tea on the second day of inspection. A choice of milk or water was available to drink with meals.

Throughout the care rooms the children's water bottles were available for the children to take from low-level shelves, should they feel thirsty at any stage during the day, and were also provided on the tables at mealtimes.

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 entrance doors and garden gates were secured to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access to the service. Magnetic door release buttons were required to be activated to facilitate adults and accompanying children to exit the corridors leading into the front hallway and also to exit the premises through the front door.
- The designated emergency exit doors were clear and unobstructed.
- Cleaning agents were stored safely out of the reach of children.

Infection Control:

- Thermostatically controlled running warm water, liquid soap and single use paper towels were available at all wash hand basins to support effective hand hygiene procedures in the service.
- The children were facilitated to wash their hands before eating, after nappy changing and following outdoor and messy play. Children who were toilet trained were gently reminded, and assisted, when necessary, to wash their hands after using the toilet.
- The service implemented effective soother management procedures, with all individually labelled soothers sterilised daily in sterilising solution in the Junior Wobbler room and the Toddler 1 room and stored in personalised containers when not in use.
- The services nappy changing policy was observed to be implemented when practitioners changed children's nappies.

- The premises, play equipment and materials were in a clean and hygienic condition and up to date documented cleaning schedules were on display in the service.

Administration of Medication:

- Medications were stored out of the reach of children. No children were observed having medication administered on the day of inspection.

Safe Sleep:

- On discussion with the inspectors, staff members described safe sleep practices. Based on a review of previous sleep logs maintained in the service and on the practice observed during the inspection, sleep checks were carried out at least every 10 minutes, noting each child's position, colour and breathing pattern.
- The temperature in the sleep room was monitored and maintained within the safe sleep temperature range of 16 - 20°C.
- Adequate space of at least 50cm was left between the cots in the sleep room and between the sleep mats set up in the Toddler room 2 and the Preschool room 2

Fire Safety:

- The designated emergency fire doors were clear and unobstructed.

Non-Compliance Information

General Safety:

1. The documentation available in the care rooms detailing children's allergies did not adequately outline the symptoms of a child's allergic reaction to assist staff in identifying reactions or indication of a response in the event of a reaction, for example, the requirement for medication or special medical attention. This information was also not available in children's files. The lack of information regarding reactions and medical treatments can impact on children's safety and welfare, particularly when movement of children in the service to maintain ratio occurs.
2. At 3:10pm a parent collected a child from the Toddler 2 room. A staff member advised the parent that the child needed additional nappies to be supplied. In response to this the parent left the room and accessed the sanitary area via the Toddler 1 room to check the child's nappy supplies whilst another child was using the toilet unscreened. The staff members did not respond to this incident. A parent should not have unsupervised access to other children while in the service.
3. A large dolls house in Preschool room 1 was unstable and was at risk of toppling over and causing an injury to a child.

- Cleaning materials were stored on top of a low-level cupboard and accessible to the children in Preschool room 6.

Infection Control:

- In the Toddler 1 room on day 1 of the inspection the door to the sanitary facility was propped open for the duration of nappy changing from 11.10am – 11.25am. This created opportunities for children to move freely in and out of the sanitary facility, touching surfaces and increasing the risk of cross-contamination.

Action submitted by the Registered Provider

Corrective Action:

The registered provider states that the following actions have been taken:

General Safety:

- A review and update of all existing allergy records have been conducted to include comprehensive information about symptoms and required responses. Staff will ensure updated allergy information is readily accessible in care rooms and children's files.
- As mentioned on the day of the inspection, this is not common practice and staff will ensure that parents are not left walking along unsupervised within the setting.
- The doll house in Preschool room 1 has been removed.
- Cleaning materials in Preschool room 6 have been stored in a secure, high-level area inaccessible to children.

Infection Control:

- Staff involved were spoken to and retrained on our nappy changing policy and to ensure that the door to the sanitary facility remains closed during nappy changing times.

Preventive Action:

Local and senior management will inspect the service to ensure compliance across Regulation 23.

Supporting documentation submitted

General Safety:

Documentary evidence of updated allergy information and records

Photographic evidence of cleaning materials stored appropriately

Infection Control:

Evidence that staff training was completed.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliance identified under Regulation 23 has been adequately addressed.

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) Throughout all of the care rooms in the service records demonstrated that the date and time of attendance and departure in respect of each pre-school child is recorded on a daily basis.

(3)(a)(b) A system was in place to ensure that no person other than the children and their parents or guardians, employees, approved students or authorised visitors could enter the service. A visitor's book was maintained and on arrival the inspectors were requested to record their attendance on the premises and the purpose of their visit.

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 person trained in first aid including first aid responder (FAR) training was immediately available to the children attending the pre-school service as evidenced in the staff roster and the in-date FAR certifications provided for inspection in respect of a number of staff members.
- (2)(a) and (b) The first aid boxes were suitably equipped and safely stored in readily accessible positions on the premises.

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) A record was maintained of fire drills which had been completed in the service. Based on the records maintained and as reported by staff members, fire drills were carried out monthly. The last recorded fire drill took place on 24/04/2024.
- (b) A record was kept of the number, type and maintenance of the firefighting equipment and smoke alarms in the premises. Fire extinguishers were certified as having been serviced on 30/08/2023 and the smoke detection system on 21/03/2024.
- (4) Notices of the procedures to be followed in the event of a fire were conspicuously displayed in the premises.