

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2017LK500
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<b>Name of Service:</b>	Little Buddies Preschool
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<b>Address of Service:</b>	Knocknasna, Abbeyfeale, Co. Limerick
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<b>Eircode:</b>	V94 W263
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<b>Name of Registered Provider:</b>	Clara Daly
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<b>Service type:</b>	Sessional
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<b>Date(s) of Inspection:</b>	09/11/2023
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<b>No of pre-school children:</b>	AM	22	PM	0
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<b>Address of the Early Years Inspectorate:</b>	Tusla, Early Years Inspectorate, Estuary House, Henry St, Limerick
<b>Inspection undertaken by:</b>	E Browne
<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

The service is registered to provide a sessional service for children aged from 2 – 6years, Monday – Friday 09:30 – 12:30 for 38 weeks of the year, including the Early Childhood Care and Education Scheme for eligible children. The service operates from a premise located on the grounds of the National school, in the townland of Knocknasna, Abbeyfeale, Co Limerick.

The pre-school children have access to a large playroom, sanitary accommodation for adults and children, a main entrance area and an outdoor play area to the front of the service.

### Staffing

The registered provider and 2 adults are working directly with the children each day .

The adults all hold a recognised qualification in Early Childhood Care and Education. An additional adult is available to cover in the event of an emergency if required.

### 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 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.

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 wish 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*

*(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 registered provider was the designated person in charge and there was a named person who was able to deputise as required.

(b) The registered provider was present in the service on the day of the inspection.

(2) The files of the registered provider and the three staff employed in the service were reviewed and all had the following documents on file.

(a) References from the person's past employers and in particular the most recent employer.

(b) References from reputable sources in the case of a person who had no past employers.

(c) Vetting disclosures received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the registered provider and the three staff.

(d) Police vetting was available for one member of staff who had lived in another state for a period of longer than 6 months.

(4) All staff working with the children had a childcare qualification.

### 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) The registered provider ensured that at all times the correct number of staff were rostered to work at the service. On the day of the inspection there was the registered provider and 2 staff present with 22 preschool children for the morning session. The adult/child ratios were correct.
- (3) The registered provider ensured that at all times the number of staff present in the service met the requirements of the regulations

### 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 sample of 11 children’s registration forms were reviewed. The service had a record in writing containing the following particulars in each of the forms examined:
- (a) The name and date of birth of the child.
  - (b) the date on which the child first attended the service.
  - (c) provision to record 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 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 received by the child.
  - (i) Written parental consent for appropriate medical treatment of the child in the event of an emergency.

### 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)

#### Basic Needs:

Healthy eating was promoted within the service. The snacks and drinks provided were adequate, suitable, nutritious, and varied for each pre-school child attending the service. The children were given sufficient time to eat and enjoy their snacks and drinks without being rushed. Staff were observed to sit with the children and enjoy their own snack also.

Sanitary accommodation was located close to the play room in the service and children were observed to toilet independently.

A supply of tissues and wipes which were accessible to the children. Lidded bins were available for the safe disposal of waste.

The children were encouraged and supported to manage their own personal care appropriate to their level of independence. There were child friendly visual aids to help the children to wash their hands effectively.

The rest area with comfortable seating and cushions was accessible to all children.

The staff responded to the children's cues for assistance in a prompt and sensitive manner. The children were supported as they played individually and as part of a group.

### **Physical and Material Environment:**

The indoor environment was welcoming and safe and provided a good range of developmentally appropriate and challenging experiences for the children. Play equipment and materials were grouped to provide specific interest areas and appealing places for children to play and explore. Topics of interest were located at eye level to the children throughout the room. All materials were clearly labelled and located on low level shelving to promote independent learning and choice. There was a good variety of equipment and materials which were rotated to suit the changing programme, interests and skill levels.

Children played outdoors in the all-weather section to the front of the premises with a variety of play equipment specific for outdoor activities. Children were observed to have many moments of fun in the outdoor area playing individually or in a small group. The outdoor play area was safe, secure and children were supervised by staff at all times.

## 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) A staff member checked in and checked out every child to the service when they arrived and when they left the premises. The staff documented their arrival time and their departure time each day.

(3)(a) The service ensured that only children attending, the person who drops and collects children and employees are allowed entry to the premises.

(b) All visitors to the service must be signed in and signed out by a staff member.

## 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 3 staff working in the service who had up to date training in first aid response for children.

(2) (a) The first aid boxes were safely stored in easily accessible in a conspicuous position at the premises.

(b) The first aid box was available to the children attending the pre-school service 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.*

*(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) Documentation was available to demonstrate that fire drills were practiced monthly. The date of the last fire drill was the 24<sup>th</sup> of October 2023.

(b)The number, type and maintenance record of the firefighting equipment and smoke alarm system was up to date. Fire extinguishers, smoke alarm and emergency lighting were last serviced in February 2023.

(4) A notice of the procedures to be followed in the event of fire was displayed in prominent position at the premises.