

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2019LK002
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<b>Name of Service:</b>	Ros na Ree Kids Club
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<b>Address of Service:</b>	75 Ros na Ree, Churchill Meadows, Raheen, Co. Limerick
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<b>Eircode:</b>	V94 TD52
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<b>Name of Registered Provider:</b>	Caroline Roche
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<b>Service type:</b>	Full Day, Part Time, Sessional
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<b>Date(s) of Inspection:</b>	23/06/2023
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<b>No of pre-school children:</b>	AM	15	PM	12
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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

Ros na Ree childcare first opened in 2019. The service provides full day, part time and sessional care to children aged from 1 to 6 years of age, Monday – Friday, 07.30 – 18.00hours, for 52 weeks of the year. This service operates from the ground floor only of a two-storey building. It is located in a residential area, close to Limerick city. The service has 4 playrooms for the pre-school children, nappy changing and sanitary facilities, kitchen and a storage area. It has an office and sanitary facilities for the adults working in the service. There are outdoor play areas to the back of the premises.

### Staffing

There are 8 staff working in the service. The registered provider does not work in this service but is available if required.

The staff working with the children hold the appropriate childcare 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 inspections may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 8, 9, 11, 15, 19, 21, 25, 26 and 28. These findings are outlined within the relevant regulations within this report.

A sampling process was used to assess compliance under regulation 15 Childrens Records

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 II - Registration and Register

#### Regulation 8 - Notification of change in circumstances

*(1) A registered provider of a pre-school service other than a temporary pre-school service shall, subject to paragraph (3), notify the Agency in writing of any proposed change in the details in relation to the pre-school service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2) at least 60 days before it is proposed that the change would take effect.*

#### Non-Compliance Information

(1) The childcare service did not notify Tusla, the early years Inspectorate of the change in the person in charge who was responsible for the management of the service.

#### Corrective & Preventive Action submitted by the Registered Provider

##### Corrective and Preventive Action

(1) Tusla, Early Years registration office have now been notified of the change of management.

##### Supporting documentation submitted

A copy of the response from registration office acknowledging the change of circumstances submitted to the inspectorate .

#### Summary Comment

The actions as stated by the registered provider has addressed the non-compliance.

### 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.*
- (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) There was a designated person in charge and a named person who was able to deputise as required.
- (b) The named person was available on the premises on the day of inspection.
- (2) Six staff files were checked on the day of the inspection and the following documents were available on file for these staff:
- (a) References from the person's past employers and the most recent employer were available for all staff.
- (b) References from reputable sources in the case of a person who had no past employers were available where required.
- (c) Vetting disclosures received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of all staff.
- (d) Police vetting was in place for the staff members who had lived in another state for a period of longer than 6 consecutive months.
- (4) All staff had childcare qualifications ranging from level 5 to level 8 on the National Qualifications Framework.

### Non-Compliance Information

- (1)(c )
- While it is acknowledged that on inspection there was a person in charge. However, a clear management structure was not documented in the weekly staff roster and a recent change in management had not been notified to the early year's inspectorate.
- (2) (a),(b),(c),(d)
- (4)
- There was no staff file for one member of staff who was rostered to care for the school aged children.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

(1)(c )

The is a clearly documented management structure displayed in the service.

(2) (a),(b),(c),(d) and (4)

The staff members file is now available in the service and this staff works with the school aged children.

### Supporting documentation submitted

No

### Summary Comment

The actions as stated by the registered provider has addressed the non-compliance. This will be assessed at the next inspection.

## 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 three staff working with fifteen pre-school children. The adult/child ratio in the service was correct.

(2) The written staff roster showed that the registered provider ensured that the minimum ratio of adults to children was adhered to in the service.

### 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.*

*(4) A registered provider shall ensure that a record in writing referred to in paragraph (1) is retained for a period of 2 years from the date on which the child to whom it relates ceases to attend the service.*

#### Compliance Information

(1) The service maintained an adequate record for each child attending the service, in accordance with Regulation 15(1) (a) to (i) in the thirteen children's records inspected.

(3)

(a) Parents/guardians had access to all information and written records relating to their own child.

(b) Records were available to the authorised person in the service.

(c) Records were open and available for inspection to the Tusla Early Years Inspector.

(4) Records were retained for 2 years from the date on which the child to whom it relates ceases to attend the service.

## 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

#### BASIC NEEDS :

A healthy eating policy was available in the service. Each child had their own drinking bottle for water labelled and placed on a shelf accessible to the children. Fish fingers, pasta and vegetables were served for dinner and children were offered second helpings.

Children could access the bathroom at any time during the session. The staff supervised children's hand washing and provided assistance when needed.

Good personal hygiene practices were observed. Children washed their hands before snack break and after toileting and messy play.

Rest areas were available in each of the playrooms and cot beds should a child require a sleep. These were placed in the smaller of the preschool rooms.

Children had opportunities to move about freely in the playrooms during their free play time.

The adults were positive and consistent in their approach to managing children's behaviour.

### PHYSICAL AND MATERIAL ENVIRONMENT:

This full day care service comprised of 2 main playrooms for the preschool and montessori children , sanitary accommodation areas and separate outdoor play areas located directly off each playroom.

Adequate and varied play equipment suited to the age and stage of development of the child was available in each room and in the outdoor play area. Surplus play equipment was in storage and used on a rotational basis following cleaning.

Children were observed playing in the secure outdoor play areas which were well resourced with outdoor play equipment such as playhouses, picnic benches, ride on toys, mud kitchens, climbing frames, sand boxes and plants.

### Non-Compliance Information

#### BASIC NEEDS:

For the children's main meal the food was served plated in plastic bowls with plastic forks. As all the children were aged between 3 to 5 years the crockery and utensils used was not suitable for their age and stage of development.

### Corrective & Preventive Action submitted by the Registered Provider

#### Corrective and Preventive Action

Ceramic crockery and cutlery is now available for the children aged 3-5years of age. Plastic bowl and plastic cutlery will no longer be available to this age group of children.

#### Supporting documentation submitted

No

### Summary Comment

The actions as stated by the registered provider has addressed the non-compliance. This will be assessed at the next inspection.

### 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 1 staff on duty who had up to date first aid response training.

(2)(a) There was a first aid box located in the kitchen and in the main hallway of the service.

(b) The first aid boxes were readily available and accessible to all staff if 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 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) Fire drills were carried out monthly and the most recent drill took place on the 29/05/2023.

(b) A record of the number, type and maintenance of firefighting equipment and smoke alarms were available on the premises with the firefighting equipment serviced on 1<sup>st</sup> July 2022 and 26<sup>th</sup> September 2022 for the smoke alarms.

(4) The fire evacuation procedures was displayed at the main entrance area of the service and the fire assembly point was clearly visible at the front entrance to the service.

## Part VI - Safety

### Regulation 28 - Insurance

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

#### Compliance Information

The service was adequately insured, evidenced by the current certificate relevant to the type of service being operated.

## Part VII - Premises and Facilities

### 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.*

#### Non-Compliance Information

The child size couch in the preschool room was torn and in need of repair or replacement.

#### Corrective & Preventive Action submitted by the Registered Provider

##### **Corrective and Preventive Action**

The couch has been replaced.

##### **Supporting documentation submitted**

No

#### Summary Comment

The action as stated by the registered provider has addressed the non-compliance. This will be assessed at the next inspection.