

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2020LK003		
<b>Name of Service:</b>	Limerick Social Service Council Child and Family Centre		
<b>Address of Service:</b>	Limerick Social Service Council Child & Family Centre, Roxboro, Co. Limerick		
<b>Eircode:</b>	V94 X2TR		
<b>Name of Registered Provider:</b>	Daniel Crowley		
<b>Service type:</b>	Full Day		
<b>Date of Inspection:</b>	11/07/2023		
<b>No of pre-school children:</b>	AM	26	PM 26
<b>Address of the Early Years Inspectorate:</b>	Tusla Early Years Inspectorate 2 <sup>nd</sup> floor Estuary House Henry Street Limerick		
<b>Inspection undertaken by:</b>	J Ryan E Browne		
<b>Title:</b>	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

### Description of service

This full day service operates from the Child and Family Centre, Roxboro, Limerick. The service caters for children aged 6 months to 5 years, Monday – Friday, 08.30 –17.00hours for 50 weeks of the year. The service can cater for 84 children at any one time. It has three playrooms located on the ground floor, two playrooms on the upper ground floor and two sleep rooms. There is a staff room, office and adequate sanitary facilities for the children and adults. Facilities for outdoor play are available and there is a direct link to the primary school located nearby to facilitate drop off and collection of preschool children.

### Staffing

There are 12 staff on the staff roster working directly with the children each day and the designated person in charge is also available to cover for staff breaks.

All of the staff hold a qualification in early years care and education ranging from level 6 to 9 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. The inspections may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9,10,11,16,19,22, and 31.

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.

## Additional Information

This inspection was triggered by information received to the Early Years Inspectorate.

## Acknowledgments

The inspectors wish 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*

*(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.*

*(7) A registered provider shall ensure that all employees, unpaid workers and contractors are appropriately supervised and provided with appropriate information, and where necessary training, including in relation to the following:*

*(a) the policies, procedures and statements of the service specified in Schedule 5.*

### Compliance Information

(1) (a) There was a designated person in charge and a named person who was able to deputise as required.

(b) The designated person in charge or the deputy person in charge was available on the premises.

(2) There were two new members of staff employed since the last inspection of the service on 17/04/2023.

The registered provider had ensured that each employee working in the service was suitable and competent as the following documents were available on file for new staff employed since the last inspection of the service. Staff files for the remaining staff had been checked on previous inspections and deemed to the regulatory requirements of Regulation 9

(a) References from the person's past employers and in particular 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 the two new staff.

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

(4) All staff had childcare qualifications at a minimum level 5 on the national qualification framework document.

### Non-Compliance Information

(7)(a) Induction training records pertaining to policies and procedures of the service were not available for two staff who had commenced working in the service in May and June 2023.

## Corrective & Preventive Action submitted by the Registered Provider

### **Corrective and Preventive Action**

All Staff have completed induction training and records of this training will be maintained.

### **Supporting documentation submitted**

Documentary evidence was submitted of induction training for staff.

### **Summary Comment**

The actions as stated by the person in charge have addressed the non-compliance identified under regulation 9 (7)(a).

## 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 following policies were reviewed and deemed to meet the regulatory requirements.

1. Policy on Healthy Eating.
2. Policy on Administration of Medication.

## Part III – Management and Staff

### Regulation 11 - Staffing levels

*(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

(2) On the day of the inspection there were 8 staff working across 4 rooms with 26 children present in the morning and 26 children present in the afternoon. The minimum ratio of staff to children was maintained and an adequate number of staff were working directly with the children in each room.

- Baby Room – there were 3 (1-2) children and 1 staff present.
- Toddler Room - there were 10 (2-3 years) children and 2 staff present.
- Wobbler Room - there were 0 children and 0 staff present.(closed)
- Preschool Room 1 - there were 6 (3 – 5 years) children and 2 staff present.
- Preschool Room 2 - there were 7 (3 – 5 years) children and 2 staff present.

Additional staff were available to cover breaks and prepare food.

## Part IV – Information and Records

### Regulation 16 – Record in relation to pre-school service

*(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:*

*(i) details of staff rosters on a daily basis.*

#### Compliance Information

(1)(i) A documented staff roster was available.

#### Non-Compliance Information

(1)(i)

1. The staff roster was not up to date as it dated the Week of 22<sup>nd</sup> – 26<sup>th</sup> May 2023 as opposed to being dated the 10<sup>th</sup> – 14<sup>th</sup> July 2023.
2. Two staff recorded on the roster no longer work in the service.
3. Three staff who have commenced working in the service were not recorded on the roster.
4. The roster did not demonstrate the name of the deputy person in charge.

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

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

The Staff roster has been updated and included only current staff working in the service and the deputy person in charge.

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

Current staff rosters were submitted.

#### Summary Comment

The actions as stated by the person in charge have addressed the non-compliance identified under regulation 16 (1)(i).

## 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:**

Babies had access to the outdoor area at all times as an area designated for use by the babies only was available and was safe and accessible all day.

Babies and all other age groups were observed to play outdoors in the fresh air on the day.

Children under 2 years of age slept in cots when staff observed the cues that they were becoming tired. Children over 2 years of age slept on sleep beds in a room adjacent to the toddler room whilst the staff remained in the room to ensure the children's safety.

Staff were observed interacting well with the children, using soft tones of voice, using the child's name and getting down to their level and making eye contact. This supported children in forming and sustaining positive relationships with staff.

Staff were observed to be actively involved in children's play in each of the rooms of the service where they initiated play and joined in the games when invited by the children.

#### **PHYSICAL AND MATERIAL ENVIRONMENT:**

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 was 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:

1. A child aged two years of age was observed drinking tea from a bottle. Best Practice would suggest that children of this age drink milk or water from a cup.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

Children over one years of age will be encouraged to drink milk or water from a cup or beaker. Support and education will be provided to parents in relation to this healthy eating policy.

### Supporting documentation submitted

Not Applicable.

## Summary Comment

The actions as stated by the person in charge have addressed the non- compliance identified under regulation 19 (1)(a).

## 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

A policy on healthy eating was in place and was relevant to the type of care being provided.

Sufficient, suitable and nutritious food and drinks were available to each child depending on their age, stage of development and their specific dietary requirements.

The three-week menu was displayed, and it included a wide variety of healthy foods. Lunch on the day of the inspection consisted of chicken, carrots, peas and mashed potatoes. Breakfast was served at 10.30hrs, lunch was served at 12.30hrs and an afternoon snack was served at 14.30hrs.

Children were supervised while eating and drinking and they were allowed plenty of time to enjoy their food.

## Part VIII - Notifications and Complaints

### Regulation 31 - Notification of incidents

*A registered provider shall notify the Agency in writing within 3 working days of becoming aware of any of the following incidents occurring in the preschool service:*

*(d) a serious injury to a pre-school child while attending the service that requires immediate medical treatment by a registered medical practitioner whether in a hospital or otherwise.*

### Compliance Information

(d) Accident and Incident record books were available in each playroom in the service.

### Non-Compliance Information

- (d)
1. An injury to a pre-school child who attended the service which required immediate medical treatment in a hospital was not notified to the registration office in the early year's inspectorate within 3 working days.
  2. On some of the accidents recorded on the accident and incident record books the surname of the child involved in the accident was not included.
  3. There was no documented evidence that a risk assessment had taken place following accidents.
  4. The accident and incident policy for the service did not state that accidents and incidents that are required to be notified to the early years inspectorate must be notified within 3 working days of the incident occurring.

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

#### Corrective and Preventive Action

The Registration office has been notified of all relevant incidents. Incidents will be recoded to include all relevant details, including risk assessments and the policy on accidents and incidents has been updated.

#### Supporting documentation submitted

The accident and incident policy was submitted.

### Summary Comment

The actions as stated by the person in charge have addressed the non-compliance identified under regulation 31 (d).