



Name of Service:	Kids Inc Cherrywood
Address and contact details of service:	Cherrywood Educate Together National School, Tully Park, Cherrywood, Dublin 18 D18W2X7
TUSLA Identifier:	TU2021DR024SA
Type of Service and age profile:	Standalone school age care for children aged 4 to 12 years old.
Name of Registered Provider:	John Harnett
Inspection Date:	19 October 2023
Previous Inspection Date(s):	Not Applicable
Inspectors:	Inspection undertaken by: A. Bradshaw - Early years inspector M. McDonnell - Early years inspector A. Spain - Registration support manager
Registration Status:	Registered
Date of Registration:	14 July 2021

Conditions Attached to Registration:	None attached.
Additional Information:	This inspection was completed on receipt of information the service submitted to the Inspectorate.
Legislation:	Tusla's Early Years Inspectorate is the independent statutory regulator of School Age Care Services in Ireland, and its role is to promote and monitor the safety and quality of school age care provision in accordance with the following legislation: • The Child and Family Agency Act 2013 Part 12 58 (G). • The Child Care Act 1991 (Early Years Services) Registration of School Age Services Regulations 2018 (S.I. 575 of 2018). A School Age Care Service is one which caters for children under the age of 15 years enrolled in a school providing primary or post primary education. The service may provide a range of activities that are developmental, educational and recreational in manner, which take place outside of school hours, the primary purpose of which is to care for children where their parents are unavailable. It is the responsibility of a registered provider to ensure the safety and well-being of school age children and the above legislation authorises Tusla to assess compliance with the Regulations.
Inspection Methodology:	The inspection was unannounced to assess compliance with the Child Care Act 1991 (Early Years Services) Registration of School Age Services Regulations 2018 (S.I. 575 of 2018) and the Child Care Act 1991, Section 58 as amended by Part 12 of the Child and Family Agency Act, 2013. The findings on inspection are based on: • Information obtained through examination of documentation • Direct observation • Discussion with relevant staff This inspection aims to determine the extent to which service is appropriate for the care, safety and wellbeing of children in accordance

	with the regulations cited above. 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 corrected the non-compliance and will prevent them 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.
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Description of Service:

Kid Inc Cherrywood is one of 32 school age services operated by the registered provider. It is a standalone school age service based in an Educate Together school in an urban area of South Dublin. The service offers care to children aged between 4 and 12 years old. The operating hours are from 1.15 to 6.30p.m. five days per week. The children have the use of two dedicated classrooms, the school hall, and the outdoor play area. The service is registered to care for a maximum of 48 children.

Staffing:

The registered provider does not work directly with the children. The service employs 5 adults who care for up to 48 children. On the day of the inspection, there were 4 staff present with 18 children.

Acknowledgements:

The inspector wishes to acknowledge the cooperation of the children, the director of operations, the afterschool coordinator, the person in charge, and the staff who were present on the day of the inspection.

Summary of Findings:

The registered provider was found to be compliant in relation to:

- Regulation 8(1)(c): Vetting disclosures;
- Regulation 9 (1)(2)(4): Staff levels;
- Regulation 11(a): Premises;
- Regulation 12: Insurance;
- Health, Safety, and Welfare of Children, Child Care Act 1991, Section 58(G) as amended by Part 12 of the Child and Family Agency Act, 2013.

The registered provider was found to be non-compliant in relation to:

- Regulation 7(1): Notification of change in circumstances;
- Regulation 8(1)(a)(b)(d)(2): Vetting disclosures.

Conclusion and follow-up actions:

The actions and evidence submitted by the registered provider in their corrective and preventive action plan have addressed the non-compliances identified on inspection. They will be reviewed on the next inspection.

Regulation 7: Notification of change in circumstances
Purpose As the registered provider, you must ensure that you notify the Agency in writing of any proposed changes in relation to the school-age service identified in the register within specified timelines. Core Regulatory Requirements Does the service have systems in place to notify the Agency of any change of circumstances?
Regulatory requirement not met
(1) The registered provider had not submitted a change in circumstances notification to Tusla regarding: • A change of registered operational hours to include a breakfast club. • A change of the person in charge.
Corrective & Preventive Action Response submitted by the Registered Provider
(1) The registered provider stated that the information regarding the addition of breakfast club hours and the change of person in charge has been submitted to Tusla and approved. The registered provider submitted evidence of these approved changes. Regarding preventive actions, the registered provider stated that changes in circumstances will be reported to Tusla in the requested timeframe.
Summary The actions and evidence submitted by the registered provider in their corrective and preventive action plan have addressed the non-compliance identified on inspection.

Regulation 8: Vetting disclosure
Purpose As the registered provider, you must ensure that an effective management structure is in place, and appropriate people are recruited to ensure the quality and safety of the care provided to the children attending the service. Core Regulatory Requirements Does the service have clearly defined governance arrangements and structures?

Regulatory requirement met
(1)(c) The inspector reviewed five staff files. This included the files of the person in charge, three staff members, and one staff member who was not rostered to work on the day of the inspection. There was a Garda Vetting disclosure in place for each of the five staff members.
Regulatory requirement not met
(1)(a)(b)(d) The registered provider had not ensured that validated references were available for all relevant staff members. Three validated references were outstanding for two staff members. Records available demonstrated that police vetting was required for four staff members who had resided outside the State for more than six consecutive months. One police vetting document was not on file on the day of the inspection. (2) The records reviewed on the day of the inspection demonstrated that two references had validation dates prior to the date of issue of the written references.
Corrective & Preventive Action Response submitted by the Registered Provider
(1)(a)(b) The registered provider submitted two of the three outstanding validated references. The registered provider also demonstrated their efforts to unsuccessfully attain the third required written reference. However, they submitted a copy of a verbal reference that they obtained in respect of the staff member. The preventive actions outlined by the registered provider included the following: • Staff file checks will be completed before an individual's start date and approved by Human Resources. • Written references will be acquired before the verbal validation of references is completed. • Official reference translations will be requested at the interview stage and Human Resources will ensure they are in place before an individual's start date. (1)(d) The registered provider stated that the police vetting document had been received and a copy of the document was submitted to the Inspectorate as evidence. The registered provider noted that while awaiting receipt of the police vetting document, the staff member was monitored closely and worked

only in areas where at least one other staff member was present. Regarding preventive actions, the registered provider stated the following:

- Human Resources and Afterschool Coordinators will ensure regulation 8(1)(d) is carried out prior to staff members being appointed, assigned, or allowed access to or contact with a child attending the service.
- Human Resources will ensure all staff files are complete, with the required documents translated by an officially recognised translator before a new staff member begins employment.
- Translations will be requested at the interview stage.

(2)

The registered provider stated that on this occasion, the process for seeking and validating the references was not completed correctly. They stated that written references which were mistakenly sought after a verbal reference have now been re-validated verbally and preventive action has been put in place.

Evidence of re-validations was submitted to the Inspectorate. In relation to preventive actions, the registered provider stated the following:

- All potential employees will continue to be asked to provide written references at the interview stage.
- Referees will be contacted promptly to complete reference requirements before an individual's start date.

Summary

The actions and evidence submitted by the registered provider in their corrective and preventive action plan have addressed the non-compliances identified on inspection.

Regulation 9: Staffing levels

Purpose

Your service must ensure that an adequate number of staff are available at all times during the provision of services to meet the needs of the children attending. At all times, the number of staff within the service will be appropriate to the needs of children, the type of service and the care provided.

Core Regulatory Requirement

Is there an adequate number of adults working directly with the children at all times?

Regulatory requirement met

(1)(2)

There was an adequate number of competent and suitable adults working with the children on the day of

the inspection. The person in charge and 2 staff members were available to care for 18 children who attended the service on the day of the inspection.

(4)

The inspectors observed appropriate supervision of the children during the inspection. Children were given the opportunity to choose their activities and to work in large or small groups. Staff were available to the children at these times to provide direct supervision.

Regulation 11: Premises

Purpose

As the registered provider, you must ensure that you provide an outdoor area on the premises and that children can access this on a daily basis. If an outdoor area is not provided you must ensure that children can access an outdoor space on a daily basis.

Core Regulatory Requirement

Is an outdoor area provided to the children on a daily basis?

Regulatory requirement met

(a)

The staff verbally informed the inspectors that the children had access to the playground on the school grounds. This space was surrounded by a heavy-duty plastic fence which was secured to the ground and had a hard surface with two basketball hoops. The children did not access the area on the day of inspection due to poor weather. However, the children did talk with the inspectors regarding their favourite game of football which they said they play in the outdoor area.

Staff also described how the service had access to a large multipurpose hall some afternoons, and that this space was used by the children for physical play. During the course of the inspection, the children were observed using that area to play running games.

Regulation 12: Insurance

Purpose

As a registered provider, you must ensure that the school age service is adequately insured.

Core Regulatory Requirement

Has the service obtained adequate insurance for the type of care and number of children attending the service?

Regulatory requirement met

The service had insurance cover in place for a maximum of 36 children in attendance daily. The insurance was valid from 28 March 2023 to 28 March 2024.

Health, Safety and Welfare of children

Child Care Act 1991, Section 58 as amended by Part 12 of the Child and Family Agency Act, 2013

Purpose

The protection and welfare of the children in your service is paramount, and the children's safety and wellbeing is the priority. As a registered provider, you must be committed to safeguarding the health, safety and welfare of children in your care, and to providing a safe environment where they can play, learn and develop.

Core Regulatory Requirements

Does the service provide appropriate care and attention in a safe environment and meet the safeguarding and welfare requirements of children?

Regulatory requirement met

During the inspection, the inspectors observed the health, safety, and welfare of children being supported by the following:

- The entrance to the building was secure on arrival. The inspectors had to phone the registered provider to gain access, which reduced the risk of unauthorised entrance and exit from the service.
- Staff discussed the ongoing training programme in place for each staff member. This included a review of policies, fire safety, child protection, and reminders of the service's reporting forms which require completion.
- Staff meetings were scheduled regularly with agendas and minutes recorded. The inspectors reviewed

previous minutes which included awareness of risks and hazards, details of the cleaning schedules, and supervision of children.

- Policies and procedures were relevant for the age of the children being cared for. They included the requirements for staff to ensure the environment was well-planned and that they provide opportunities for children to seek challenges as they master old ones.
- The inspectors reviewed a sample of 13 accident and incident forms. Each form had been signed by two staff members and a parent. These documents included a risk assessment of each incident and measures to be put in place to reduce the risk of reoccurrence. For example, a recorded incident where a child hit their back on the corner of a wall-mounted whiteboard included the preventative measure to cover the corner of the board. This completed action was visually evidenced on the day of the inspection.
- Staff and children were observed to be respectful to one another. The adults prepared activities for the children over the course of the afternoon and invited children to participate if they wished.
- Staff spent time with individual children and reassured them if necessary. A child who had built a rocket ship was reassured that it would be “put up high” and safe while the child took part in a group activity.
- Children discussed with inspectors their favourite activities in the service. They also explained that there were rules, for example, they were not allowed to say inappropriate words or to run too fast in the rooms.
- Staff demonstrated their knowledge of the children in their care. Staff were observed intervening when the children's play became boisterous. They set up a calmer activity with a competitive angle which the children immediately engaged in.
- The areas of the school where the children had access included two care rooms, hallways, stairs, a multi-purpose hall, and an outdoor play area. On the day of the inspection, these areas were well-maintained and safe. Through discussion with inspectors, staff demonstrated an awareness of the health and safety needs of the children. A sample of risk assessment documents was seen by the inspectors.

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