

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2022DR001
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<b>Name of Service:</b>	Little Harvard Childcare Limited
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<b>Address of Service:</b>	1 The Lodge, The Crescent, Scholarstown Wood, Rathfarnham, Dublin 16, Co. Dublin
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<b>Eircode:</b>	D16 CH32
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<b>Name of Registered Provider:</b>	James Hargrave
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<b>Service type:</b>	Full Day, Part Time, Sessional
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<b>Date(s) of Inspection:</b>	14/11/2023
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<b>No of pre-school children:</b>	AM	63	PM	38
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<b>Address of the Early Years Inspectorate:</b>	Floor 7, Brunel Building, Heuston South Quarter, Kilmainham, Dublin 8
<b>Inspection undertaken by:</b>	F Carty and E Mulhern
<b>Title:</b>	Early Years Inspectors

### 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

Little Harvard Limited is registered to provide full day, part-time and sessional care to children aged 0 to 6 years and is one of seventeen services run by the registered provider. The service operates from four rooms in a purpose-built building on the ground floor of an apartment building in Rathfarnham, Dublin 14. A kitchen, sanitary accommodation is provided together with an outdoor area which is located at the rear of the building. The service opens from 7:00am to 7:00pm Monday to Friday. A morning session is provided from 9am to 12pm for 38 weeks of the year.

### Staffing

On the day of inspection there were eight staff members working directly with the children. The area manager and manager were available to help out as required. There was also a cook present.

### 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.

The inspection focused on an examination of compliance under regulations 9, 11, 19, 23, 25 and 26. These findings are outlined within the relevant regulations within this report.

A sampling process was used to assess compliance and the inspection included the following rooms, Toddler, Preschool 1 and Preschool 2 rooms.

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 children, person in charge and staff who were present on the day of the inspection.

## Part III – Management and Staff

### Regulation 9 – Management and recruitment

*(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

This regulation was assessed in relation to all staff who were employed in the service.

(2)(a)(b)

Of the twenty four references required twenty written and validated references were available from a past employer. A further four written and validated references were available from a source other than a past employer.

(c) Garda vetting disclosures were available for all adults.

(d) International Police vetting was available for nine staff members who had lived outside of the State for a period exceeding 6 months as an adult.

(4) Records were available detailing the required qualifications or equivalent for eleven staff members.

### Non-Compliance Information

(2)(d)

International Police vetting was not available for one staff member who had lived outside the State for a period of 6 months.

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

#### Corrective and Preventive Action

(9)

(2)(d)

The staff member concerned has applied and is awaiting the police vetting to come through. Management have been reminded of the importance of receiving Police vetting in advance of staff taking up employment with Little Harvard Childcare.

Senior Management and HR will monitor the police vetting process more closely. Going forward no staff will commence work until Garda and Police vetting is in place.

Local and senior management will regularly inspect staff files to ensure compliance with regulation 9 going forward.

## Supporting documentation submitted

A copy of the Police vetting application was submitted to the inspector.

## Summary Comment

The corrective and preventive actions have been reviewed and are deemed to meet the requirements of Regulation 9.

This Regulation will be reviewed on 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) An adequate number of adults were working directly with the pre-school children attending the service during the inspection.

(2) The registered provider ensured that the minimum ratio of adults to children was maintained in the service. On the day of inspection, there were 63 children present in the service being supervised by ten adults.

### 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-*

*(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

The inspectors observed the children's learning, development and well-being being supported by the staff and the indoor and outdoor environments. The children spent periods outdoors throughout the inspection. There was equipment available to support full-body-movement and imaginative play including a climbing frame, slide and stepping logs. The children were dressed appropriately for the weather on the day of inspection.

Children's rooms were bright with lots of natural light. Family photographs and children's artwork was displayed.

Children attending on a sessional basis had brought their snacks from home and the service provided a hot meal and snacks to the children who attended on a full day care basis. Drinks of water were always available within the rooms. The children sat together when eating, engaging in conversation with each other and the staff.

Children were supported to be independent with their personal care. Staff reminded them to wash their hands at appropriate times and to put on their coats before going outside. Bibs were provided for younger children when eating. The inspectors observed the children using the toilet as they needed. Staff provided an appropriate level of supervision whilst supporting the children's independence during mealtimes.

Staff interacted warmly with the children in their care throughout the inspection and were observed supporting the children in their work and play. The atmosphere in the service appeared calm and relaxed.

Children were happily engaged enjoying the daily routine in the pre-school rooms cared for by staff who were familiar with each child and their personalities. Activities enjoyed by children included singing songs, story time, arts and crafts and free play. Children were observed to enjoy free play supported by staff. Young children were observed exploring their environment at their own pace.

Staff were observed to be positive towards children evidenced by individual names used, eye contact and praise for children on completion of activities. Calm tones of voice were used, and assistance was provided whenever was needed. Staff used distraction methods and offered alternatives to encourage sharing and turn taking.

Staff communicated with parents at drop off and collection where important information relating to the child's day were communicated.

### 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

The inspector found by observation of practice, review of documentation, discussion with staff and inspection of the premises that the registered provider had taken the following steps to safeguard children attending

#### General Safety:

The entrance door into the service was adequately secured to ensure the safety of the children within and to avoid unauthorised persons accessing the service or children exiting unsupervised. The toys and play equipment observed in use by the children on the day of inspection were safe and in good working order. The registered provider had taken measures to ensure the indoor play environments were safe and free from hazards. Cleaning products and hazardous materials were stored securely out of reach of the children

#### Infection Control:

An infection control policy was in place to inform practice. The children in both Preschool rooms were encouraged to wash their hands at regular intervals including after using the toilet and before meals. Schedules were in place and maintained to ensure the service, equipment and materials are regularly cleaned. Staff were observed to carry out consistent hand washing as appropriate.

#### Administration of Medication:

There was written evidence of prior parental consent for the administration of both temperature reducing and prescribed medications, and there were procedures in place to safely administer and document such medication if required, including in the case of an emergency. Staff adequately detailed the procedures for administering medication when required during discussions with the inspector. Staff members were aware of the procedures in place and a sample of medication records reviewed on the day of inspection were appropriate. Care plans were in place for children who required medication to be administered in the case of emergency.

#### Safe Sleep:

Staff were familiar with safe sleep guidance and adequately outlined safe sleep procedures in place in the service during discussions with the inspector. Stackable beds were provided for children to sleep when tired.

#### Fire Safety:

The designated fire escape routes were clearly indicated and free from obstruction on the day of inspection. Staff members adequately outlined the evacuation procedures in place in the event of a fire and records demonstrated that fire drills are practiced regularly on a monthly basis.

### Non-Compliance Information

#### Infection Control:

- The nappy changing procedure observed on the day of inspection was ineffective and posed a risk of cross contamination as follows:
  - The staff members did not wash their hands following the nappy change.
  - The staff members were observed handling the lid of the bin during the nappy change.
  - The changing mat was not cleaned following each nappy change.
- There were electric hand dryers in place in the service for children to use following hand washing. A number of children were observed to leave the sanitary area with wet hands and staff stated some were afraid of the hand dryers. This method of hand drying is ineffective and individual disposable paper towels are required to ensure effective hand drying takes place.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

#### Infection Control:

- A staff meeting was held with the staff who were retrained in our Nappy Changing Policy. All staff involved were spoken to and retrained on our nappy changing policy.
- It was discussed during the staff meeting that hand dryers are to be used by children following hand washing however children with sensory issues and who do not like the noise of hand dryers will be offered blue roll from our dispensers to dry their hands. All staff were spoken to and reminded about using hand dryers or blue roll from the dispenser when appropriate.

#### Supporting documentation submitted

#### Infection Control:

- The nappy changing policy was submitted for review.
- Photos of the new blue roll dispensers were submitted.

### Summary Comment

The corrective and preventive actions together with the supporting documentation was reviewed by the inspector and are deemed to meet the requirements of Regulation 23.

## 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 was immediately available to the children at all times on the day of inspection.

(2)

(a)(b) The first aid box was stored in a conspicuous location within the service. A first aid box was always available to the adults and children in the service.

## 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 written record was available detailing fire drills that had taken place in the service. The last drill had been recorded as undertaken on the 10<sup>th</sup> October 2023.
  - (b) Records were available detailing the maintenance of the fire detection system in the service. The last date of maintenance recorded was 18<sup>th</sup> July 2023. The fire fighting equipment was last serviced on the 11<sup>th</sup> January 2023.
- (4)
- A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the service.