

# TUSLA REGULATORY INSPECTION REPORT



<b>TUSLA Identifier:</b>	TU2022MO002
<b>Name of Service:</b>	Woodland Park Ballintubber Preschool
<b>Address of Service:</b>	C/o Ballintubber National School, Ballintubber, Co Mayo, F12 KW18
<b>Email Address:</b>	ballintubberpreandafterschool@gmail.com
<b>Name of Registered Service Provider:</b>	Mary Skillington and Karen O'Brien

<b>Type of Service Registered:</b>	Sessional	<input checked="" type="checkbox"/>
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<b>Date of Inspection:</b>	1	2	1	2	2	0	2	2
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<b>No of Pre-School Children present during Inspection:</b>	AM	12	PM	n/a
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<b>Address of the Early Years Inspectorate:</b>	Early Year's Inspectorate, TUSLA, Child and Family Agency, 2nd Floor, St. Mary's HQ., Castlebar, Co. Mayo.
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<b>Inspection undertaken by:</b>	S. Gallagher
<b>Title:</b>	Early Years Inspector

Areas which were the subject of this Inspection	
Governance	Health Welfare and Development of Child

**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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<b>Description of Service</b>	Woodland Park Ballintubber Pre-school is a sessional service registered to cater for children from two to six years of age. The service is open Monday to Friday from 9.00am to 12.00pm during the academic year and to cater for a maximum of twenty-two children at any one time. A school age service is also registered. A sister service is located in Westport.
<b>Premises</b>	The service is located in a purpose-built facility on the grounds of a primary school in Ballintubber, Co Mayo. There is one large playroom, a kitchen, sanitary facilities and an enclosed outdoor play area.
<b>Staffing</b>	There are three adults employed to work directly with the children in the service. The registered providers are not involved in the day to day operation of the service.
<b>Methodology</b>	<p>Tusla’s Early Years Inspectorate (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.</p> <p>The findings on inspection are based on;</p> <ul style="list-style-type: none"> <li>• Information obtained through examination of documentation</li> <li>• Direct observation</li> <li>• Discussion with relevant staff</li> </ul> <p>The inspection was an announced Focused Inspection to assess compliance with the Childcare Act 1991 (Early Years Services) Regulations 2016 and Childcare Act 1991 (Early Years Services) (Amendment) Regulations 2016. The Inspection focused on regulations under two themes; Governance, and the Health, Welfare and Development of the Child.</p> <p>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.</p>
<b>Acknowledgements</b>	The Inspector wishes to acknowledge the cooperation of the Person in Charge, staff and children who were present on the day of the inspection.

## GOVERNANCE

### 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:**

(2)

The following documentation was available for three adults:

- (a) Four written validated references from past employers including their most recent employer for three adults.
- (c) Vetting documentation from the National Vetting Bureau of the Garda Síochána.
- (d) International police vetting was not required for the staff member whose vetting documentation demonstrated that they had not lived outside the State for a period longer than six months as an adult.

Evidence was available of the completion of a major award at Quality and Qualifications Ireland (QQI) level 5 in Early Childhood Care and Education or an equivalent qualification for the three staff members.

**Non-Compliance Information:**

- (2) One reference on file for one adult was not for a previous employment. Two references on file for one adult were pertaining to same employment, an additional reference was not on file from another employer.

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

**CORRECTIVE ACTION**

References for staff have been updated to include the most recent employment and have been validated.

**PREVENTIVE ACTION**

The service will ensure that references are obtained to include the most recent employers for new staff.

## Part III - Management and Staff

### Regulation 9 - Management and Recruitment

	<b><u>EVIDENCE SUBMITTED</u></b> Documentary evidence was submitted to the Office of the Early Years Inspectorate
Summary Comment:	The actions together with the evidence submitted has been reviewed by the Early Years Inspectorate and deemed to address the non-compliances identified on the day of 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.*
- (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) thereof at that reference number is satisfied.*

Compliance Information:	(1) On the day of inspection there was two adults working directly with 12 children for the duration of the session. (3) On the day of inspection there was two adults caring for 12 children for the duration of the session which met the minimum adult/child ratios specified in the Regulations.
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## HEALTH WELFARE & DEVELOPMENT OF CHILD

### 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*

Compliance Information:	(1)(a) The following was observed on the day of inspection through direct observation and discussions with the adults working with the children: <b>BASIC NEEDS</b> <ul style="list-style-type: none"> <li>The children had a snack of various foods and drinks provided from home during the session. Ample time was provided for the children to eat at their own pace without being rushed.</li> <li>All the children in attendance on the day were toilet trained and observed to be independent when using the toilet.</li> </ul>
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## Part V - Care of Child in Pre-school Service

### Regulation 19 - Health, Welfare and Development of Child

- The staff encouraged the children to be as independent as possible when putting on and removing the clothing and tidying up after snack. The staff prompted the children to wash their hands before the snack time and after using the toilet.
- The children moved freely around the large playroom and the outdoor play area during the inspection.
- The staff were observed to manage the children's behaviour in a positive manner, providing appropriate levels of encouragement and praise to the children for positive behaviours.

#### **SUPPORTING RELATIONSHIPS AROUND CHILDREN:**

- Two messaging systems were being used by the service as a medium to communicate with parents.
- The children were cared for by the same adults each day.
- The adults were observed to be responsive to the children's needs for praise, encouragement and reassurance.
- Positive behaviour was observed to be encouraged and acknowledged by the adults during the inspection.
- Children were observed to be supported to engage positively with each other. Opportunities were given for children to learn how to share, take turns and work cooperatively in play tasks.

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

##### **Indoor environment:**

- The playroom was bright and welcoming and was laid out in a number of interest areas that were easily accessible by the children. The arrangement of equipment and materials facilitated the free flow of children between each area.
- Adequate amounts of toys and equipment to cater for the children's needs remained in the playroom and were varied and suited to the ages and developmental stages of the children.
- The toys and equipment were arranged at a low level on open shelves and were clearly visible and accessible to the children.
- Appropriate sized tables and chairs were provided to facilitate snack time, arts/crafts and other table-top activities whilst allowing adults to work with children at their level.
- Direct access was provided from the pre-school room to the outdoor area.

##### **Outdoor environment:**

- The outdoor area provided a range of developmentally appropriate experiences for the children in all-weather to include a sheltered area, a pirate ship, ride on toys, a kitchen and a wooden playhouse/shop.

## 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:

##### General Safety:

- Secure storage was provided for all cleaning equipment and materials in the kitchen located off the playroom.
- The toys and play equipment provided in the playroom were age-appropriate, clean and in good condition.
- The blind cord's were secured with safety devices.
- The kitchen door was secured to prevent unauthorised access by a child.
- The entrance door had a securing mechanism and a small gate which divided the playroom from the entrance area provided additional security.

##### Infection control:

- The playroom was observed to be clean. Cleaning schedules were in place.
- Liquid soap, warm water and paper towels were provided in the children's sanitary facilities.
- Children's snacks comprising of perishable items were stored in the refrigerator provided.
- Foot pedal operated bins were provided throughout the service for the disposal of waste.

##### Administration of Medication:

- There was no medication observed to be administered to a child during the inspection. The staff were aware of the safe practices in relation to the storage and administration of medication should it be required to be administered to a child in attendance in the service.

##### Fire Safety:

- Both exit doors were free from obstruction during the inspection.

#### Non-Compliance Information:

##### GENERAL SAFETY

1. One gate and one section of fence in the outdoor play area measured 82cm from the top of the foothold thus posing a risk of unauthorised exiting of a child.
2. The following play equipment in the outdoor area posed a risk of injury to a child;
  - The large red storage box had sharp plastic edging exposed
  - The connecting arm between the bucket and the tractor was broken with sharp plastic edging exposed.
  - The easels stored in the sheltered area had metal clips with sharp edging exposed.
3. The top hinge mechanism on one door of the plastic storage shed was broken. The door was secured solely by the bottom hinge and not anchored securely, and the broken hinge had sharp jagged pieces of plastic exposed thus posing a risk of injury to a child.

## Part VI - Safety

### Regulation 23 - Safeguarding Health, Safety and Welfare of child

	<p><b>INFECTION CONTROL</b></p> <ol style="list-style-type: none"> <li>1. Play equipment, a step ladder and a vacuum cleaner were stored in the adult's sanitary area thus posing a risk of cross infection.</li> <li>2. There was no paper towel provided at the wash hand basin in the adult sanitary area.</li> </ol>
<p>Corrective &amp; Preventive Action submitted by the Registered Provider</p>	<p><b><u>CORRECTIVE ACTION</u></b></p> <p><b>GENERAL SAFETY</b></p> <ol style="list-style-type: none"> <li>1. Access to footholds on fencing have been removed with the installation of heavy duty mesh.</li> <li>2. <ul style="list-style-type: none"> <li>• The red storage box has been disposed of and replaced.</li> <li>• The tractor that was broken has been disposed of.</li> <li>• The easels have been turned around to ensure no sharp edging is exposed.</li> </ul> </li> <li>3. The plastic storage shed has been replaced.</li> </ol> <p><b>INFECTION CONTROL</b></p> <ol style="list-style-type: none"> <li>4. The play equipment, step ladder, and vacuum cleaner have been moved from the sanitary area.</li> <li>5. The paper towels have been refilled in the adult sanitary area.</li> </ol> <p><b><u>PREVENTIVE ACTION</u></b></p> <p><b>GENERAL SAFETY</b></p> <ol style="list-style-type: none"> <li>1. The mesh will be replaced if required and the service will continue to monitor for possible footholds.</li> <li>2. The service will inspect toys and materials regularly for signs of wear and tear or breakage and replace/dispose of as needed. The service will ensure easels are always put away with sharp edging facing inwards.</li> <li>3. The service will inspect materials regularly for signs of wear and tear or breakage and replace/dispose of as needed.</li> </ol> <p><b>INFECTION CONTROL</b></p> <ol style="list-style-type: none"> <li>4. The service will ensure no additional materials are placed in the sanitary area.</li> <li>5. The service will ensure that paper towels are replaced in line with our cleaning schedule on a daily basis.</li> </ol> <p><b><u>EVIDENCE SUBMITTED</u></b></p> <p>Photographic evidence was submitted to the Office of the Early Years Inspectorate.</p>
<p>Summary Comment</p>	<p>The actions taken together with the evidence submitted has been reviewed by the Early Years Inspectorate and deemed to address the non-compliances identified on the day of inspection.</p>

## 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.

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:	<p>(1) (a) A record of monthly fire drills undertaken was available with the most recent dated on 2 December 2022.</p> <p>(b) A record was available of the number, type and maintenance of the firefighting equipment and smoke alarms in the premises. The firefighting equipment was last service on the 4 February 2022 and the fire detection and alarm system was last inspected and tested on the 25 August 2022.</p> <p>(4) Notices of the procedures and an evacuation route plan to be followed in the event of fire was displayed on the wall in the playground.</p>
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## Part VI - Safety

### Regulation 28 – Insurance

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

Compliance Information:	There is insurance cover for twenty-two children attending the service on a sessional basis with an expiry date of the 28 <sup>th</sup> of February 2023.
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