

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2022TY001
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Name of Service:	Busy Bees James Street
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Address of Service:	9 James Street, Clonmel, Co. Tipperary
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Eircode:	E91 TP22
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Name of Registered Provider:	Vanessa Moriarty
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Service type:	Sessional
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Date(s) of Inspection:	11/10/2024
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No of pre-school children:	AM	13	PM	N/A
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Address of the Early Years Inspectorate:	Glenmorgan Building, Ferryhouse, Clonmel, Co. Tipperary E91RF38
Inspection undertaken by:	Antoinette McNamara & N. Ruddy (Inspection Registration Manager)
Title:	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).

Conditions if applicable	Not applicable
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Description of service

The service was established in 2022 to provide care and education to children aged between 2 and 6 years old. A sessional service is offered, Monday to Friday, 09:00 to 12:00, over 38 weeks of the year. The service operates from the ground floor of a converted end of terrace house. It consists of one large activity room, an outdoor play area and sanitary accommodation. The service is one of seven pre-school services operated by the registered provider.

Staffing

On the day of the inspection there were four staff working in the service. There was a designated person in charge present who also worked directly with the children. The registered provider does not routinely work in this service. All staff employed held qualifications at a level 5 and above on the National Qualifications Framework in Early Childhood Care and Education.

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/ premises and facilities. The inspection may also focus on other areas as required.

Regulation 9 (1)(a)(b)(2)(a)(b)(c)(d)(4) Management and Recruitment,
Regulation 11(1)(3)(8) Staffing levels,

Regulation 15 Record in relation to pre-school child,
Regulation 19 (a) Health, Welfare, and Development of the Child,
Regulation 25 First aid,
Regulation 26 Fire Safety and
Regulation 28 Insurance.

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 registered provider, 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
- (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) The person in charge confirmed that they or their deputy are present at all times while the service is open.
 - (b) The person in charge was present when the unannounced inspection commenced and facilitated the inspection process. The registered provider and compliance manager arrived during the morning. Review of the staff roster indicated that either the person in charge or the deputy person in charge were present throughout the operational hours.
 - (c) The service had a management structure, which clearly outlined a named manager and deputy persons in charge. This was displayed in the service.

- (2) Recruitment records were reviewed in respect of the six adults employed in the service and the following information was obtained:
- (a) 9 of the 12 required written and validated references were from past employers.
 - (b) There were 3 written and validated references from sources other than previous employers.
 - (c) Garda vetting disclosures had been obtained for the six staff. The service demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to re-new Garda vetting every three years in all cases.
 - (d) Employment history records demonstrated that police vetting from other jurisdictions was required for one of the adults and the relevant documentation was in place.
- (4) All adults working directly with the children had each obtained a major award in Early Childhood Care and Education and copies of the corresponding certificates were available.

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) therefore at that reference number is satisfied.*
- (8) Without prejudice to paragraphs (2) to (7)-*
- (a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,*

Compliance Information

- (1) The registered provider ensured that there were enough adults to respond to children's individual needs. There were four staff directly working with 13 children.
- (3) At all times during the inspection the person in charge ensured that the adult to children ratio was maintained. The service exceeded the minimum child to adult ratio required under the regulation.
- (8) Documentary evidence indicated that there were always at least two adults on the premises while children were in attendance.

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.

Compliance Information

(1) A sample of six completed registration forms were reviewed as part of the inspection process. The registration forms contained the required information as detailed under parts (a) to (i) of this regulation.

(3) The registration forms were available on the premises for inspection by an authorised person.

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

(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

(1)(a) The following observations and discussions with staff reflected the children's experience within the service focusing on the areas of basic needs and supporting relationships on the day of inspection.

The service had a healthy eating policy. The children brought a packed lunch to eat at snack time. Perishable foods were stored in a fridge in the service. Staff sat with the children during snack time to supervise them, encourage conversation and to help if needed, for example with opening lunch boxes. The children had access to their water bottles as needed.

The staff were observed to supervise children's hand washing before snack time.

A rest area was available in the room. Children could use this area to relax.

Children's behaviour was consistently supported in a competent and positive manner by the staff. The staff were observed to know the children in the group well and respond appropriately to their needs.

Staff promoted positive behaviour confidently to avoid problems arising and supported children to self-regulate.

Staff responded to children kindly, in soft tones of voice and positive language. Staff sat on low level seating when assisting children with activities. The children engaged well with staff and chatted happily to them. This was observed in circle time when the children spoke about autumn and their own news. The staff also facilitated children with quiet time away from the group when needed by taking individual children or small groups to the garden.

The children in the service were either toilet trained or in the process of toilet training. The toilets were located next to the activity room and easily accessible to the children.

There was a visual board present in the activity room to assist children with daily plans and transitions. The children were given time reminders prior to planned activities.

A variety of defined areas of interest were provided for the children to play with in the activity. This included dress up area, kitchen, library and other age-appropriate toys. Low-level shelving provided children with access to a wide selection of activities. Children in the preschool rooms were observed to engage tabletop activities such as modelling dough and mouldable sand. Children were supported in sharing with others during these tasks.

The outdoor space consisted of an enclosed garden with grass and a concrete area. Children's gross motor development was supported through access to ride on toys and a slide. Additional resources were available in the storage shed and were provided to the children when they were outside.

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 was a staff member trained in first aid responder (FAR) available to the children attending the service. Two other staff members working in the service had Paediatric first aid training.

(2)(a)(b)

There was a suitably equipped first aid box stored in an easily accessible position and was available for use.

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.

Compliance Information

(1)(a) There was a record of fire drills that had taken place in the service. The last fire drill was recorded as having taken place on the 23rd of September 2024 and staff advised that monthly fire drills were completed.

(b) There was a record available demonstrating that the smoke alarm system and the firefighting equipment was last serviced in June 2024.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

An in-date certificate was in place to demonstrate that the service was insured to provide sessional service for the number of children the service is registered to accommodate.