

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2023LS001
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<b>Name of Service:</b>	Silly Billies Playschool
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<b>Address of Service:</b>	Killimy, Emo, Portlaoise, Co. Laois
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<b>Eircode:</b>	R32 KF74
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<b>Name of Registered Provider:</b>	Bernadette McLoughlin
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<b>Service type:</b>	Sessional
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<b>Date of Inspection:</b>	09/04/2024
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<b>No of pre-school children:</b>	AM	21	PM	NIL
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Tusla, Child and Family Agency, Primary Care Centre, Church Avenue, Tullamore Co. Offaly R35K1W4
<b>Inspection undertaken by:</b>	D. Molloy
<b>Title:</b>	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).

<b>Conditions if applicable</b>	Not applicable
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### Description of service

Silly Billies early years' service operates from within a converted old national school in the village of Emo in rural county Laois. The premise is used for the sole purpose of operating an early years' service. The service is comprised of an entrance hall/lobby, one playroom, three toilets and wash hand basins for children's use and another toilet is available for staff use. A kitchenette/cloakroom and a walk-in storage room is also provided. An enclosed outdoor play area is located to the back of the premises.

### Staffing

Two adults were working directly with the pre-school children including the person in charge. All staff members working directly with children held a major award in Early Childhood Care and Education at Level 5-6 on the National Framework of Qualifications .

### 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.

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 inspector wishes 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*
- (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.*

*(3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned, or allowed access to or contact with a child attending the pre-school service.*

*(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.*

*(6) Paragraph (4) shall not apply before 1 September 2021 to a person who-*

*(a) has signed a declaration on or before 30 June 2016 to the effect that he or she intends to retire from employment in a pre-school service before 1 September 2021, and*

*(b) is in possession of a letter from the Minister confirming that paragraph (4) shall not apply to him or her before that date.*

*(6A) is inserted by S.I. No.632 of 2016 CHILD CARE ACT 1991 (EARLY YEARS SERVICES) (AMENDMENT) REGULATIONS 2016 which states; Regulation 9 of the Child Care Act 1991 (Early Years Services) Regulations (S.I. No. 221 of 2016) is amended - in paragraph (4), by the substitution of “paragraphs (5), (6) and (6A)” for “paragraphs (5) and (6)”, and (b) by the insertion of the following paragraph after paragraph (6): “*

*(6A) Paragraph (4) shall not apply to an employee of a registered provider where - (a) the registered provider receives funding for the employment of the employee pursuant to a scheme funded by the Minister and known as the Access and Inclusion Model, and (b) the employment of the employee is for the purpose of providing support, pursuant to the scheme referred to in subparagraph (a), for a child attending the service to enable the child to participate in the programme known as the Early Childhood Care and Education (ECCE) funding Programme.”*

### Compliance Information

1)

(a) The service has a designated person in charge and a named person who is able to deputise as required.

(b) The registered provider was in charge and facilitated the inspection and the roster showed that at all times the registered provider was present during the opening hours of the service.

(2)

All staff files were reviewed on site on the day of inspection.

(a) (b) Validated references from staff members' past employers, in particular the most recent employer was available for review. Validated references from reputable sources were available for review.

(c) A vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of all-staff member was available for review. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Police vetting from other police authorities was not required.

(3)

Required vetting had been carried out prior to staff member being appointed, assigned, or allowed access to or contact with a child attending the pre-school service.

(4)

Adults held a major award in Early Childhood Care and Education at Level 5-8 on the National Framework of Qualifications.

(6)(a)(b)

Not applicable as no employee had signed a declaration on or before June 30, 2016, to the effect that they intended to retire from employment in a pre-school service.

6(A)

No staff member was working with children under the Access and Inclusion Model (AIM) 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) therefore at that reference number is satisfied.*

*(8) Without prejudice to paragraphs (2) to (7)-*

*(c) a registered provider of a sessional pre-school service shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.*

#### Compliance Information

(1)

The required ratio of adults to children was maintained during the inspection.

(3)

The registered provider ensured that there were sufficient adults working directly with the children. Records showed that the adult child ratio was upheld in the service.

(8) (c)

This service is not operated the service single-handedly.

## Part IV – Information and Records

### Regulation 18 – Copy of Act etc.

*A registered provider shall ensure that a copy of Part VIIA (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013)) of the Act and of these Regulations is kept on the premises and the said copies shall be open to inspection on the premises by-*

- (a) a parent or guardian of a child attending or proposing to attend the service,*
- (b) an employee, unpaid worker, or contractor, and*
- (c) an authorised person.*

### Compliance Information

The registered providers had ensured that a copy of Part VIIA (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013)) of the Act and of these Regulations was available on the premises and could be viewed by

- (a) a parent or guardian of a child attending or proposing to attend the service,
- (b) an employee, unpaid worker, or contractor, and
- (c) 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*

#### Compliance Information

##### Basic Needs

A blend of outdoor and indoor activities was part of the daily activities. Upon arrival it was observed that some children were availing of fresh air and sunlight in the outdoor play area while being supervised by one adult and the rest were playing indoors with the second adult. All the children got a chance to play outside and inside on the day of inspection.

The children bring in their own snacks from home which were observed to be in keeping with the healthy eating ethos of the service.

Indoors children made use of the rest area and were allowed to rest and relax as they wished.

##### Supporting Relationships.

Parents receive updates on their own children's progress including discussion at hand over times, where parents have opportunity to meet with staff and could avail of meetings on a one-to-one basis if they so wished.

Pre enrolment visits could be arranged, and the setting had full enrolment for next year. Staff members demonstrated warmth and kindness towards the children observed to be fully engaged in the care and activities and became involved when needed to settle dispute over a particular piece of equipment .

### 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:

Access to the service was gained through the front door which opened into the lobby area. Entry was controlled into the playschool room by means of a buzzer system, which was operated from within which prevented unauthorised entry and exit of a child unsupervised.

The enclosed outdoor play facility, which was walled and fenced, and gate was secured by a bolt .

A system of pest control was in place.

##### Infection Control:

Children were observed washing their hands regularly and adults were observed reminding children and offering assistance if necessary. Nappy changing was not required as all children were toilet trained. Staff were familiar with the infection control policy which had been devised for the service. Parents had been issued with an up-to-date copy.

The service was clean and well maintained and a regular and deep cleaning rota was in place and available on display .

The service was well ventilated with openable windows .

##### Administration of Medication:

Staff were familiar with the medication policy and practice in relation to safe administration of medication.

No medication was administered on the day of inspection.

##### Fire Safety:

The fire exits were unobstructed.

The fire exits were fitted with exit display signage.

A notice of the fire assembly point was on display to show fire assembly point .

##### Outing:

The person in charge stated that no outings are conducted from the service.

## 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)  
Staff had up to date First Aid Responder (FAR) certification and were available to the children attending the pre-school service.

(2)  
(a) The first aid box was safely stored in an easily accessible location on the premises.

(b) The first aid box was readily available in the service at all times

### 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 firefighting equipment and smoke alarms in the premises.
- (2) The record referred to in paragraph (1) shall be open to inspection by-
- (a) a parent or guardian of a pre-school child attending or proposing to attend the pre-school service,
  - (b) an employee, and
  - (c) an authorised person.
- (3) A registered provider shall ensure that a record referred to in paragraph (2) is retained for a period of 5 years after its creation
- (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 of the fire drills carried out in the service. The last fire drill was recorded as being carried out on April 08, 2024.

(b) The number, type and maintenance record of firefighting equipment and smoke alarms on the premises was available.

The fire alarms were serviced on March 27, 2023. The fire equipment was checked in August 2023.

(2)

The record was available open to parents, guardians, employees, and the authorised person.

(3)

The registered provider stated that records were retained for a period of 5 years after creation.

(4)

A notice of the procedure to be followed in the event of a fire was displayed on the premises.

## Part VI - Safety

### Regulation 28 - Insurance

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

#### Compliance Information

A copy of up-to-date insurance cover for the number of children attending the service. was available for review.  
The insurance certificate was valid until March 2025.

## Part IX - Inspection and Enforcement

### Regulation 33 – Furnishing of information to agency

*A registered provider shall furnish the Agency with such information as the Agency may reasonably require for the purpose of enforcing and executing these Regulations and the information shall be in such form, if any, as may be specified by the Agency.*

#### Compliance Information

The person in charge facilitated the inspection and provided access to all information as was required for completion of the inspection.