Early Years Inspectorate Regulatory Report
Pre School

TUSLA Identifier:	TU2015DR168
Name of Service:	Neverland Pre School
Address of Service:	Stonebridge Community Facility, 7 Stonebridge Grove, Shankill, Dublin 18, Co. Dublin
Eircode:	D18 FH04
Name of Registered Provider:	Wendy Murdock
Service type:	Part Time
Date(s) of Inspection:	15/01/2024

No of pre-school children:	AM	11	PM	11

Address of the Early Years Inspectorate:	Early Years Inspectorate, Tusla child and Family Agency, Loughlinstown Health Centre, Loughlinstown, County Dublin.
Inspection undertaken by:	Olivia Quill
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

Neverland Pre-school was established in 2014 and is privately operated. The early years service is registered to provide part-time care to pre-school children aged from 2 years to 6 years and operates Monday to Friday from 9am to 1pm.The service is located in one of the rooms within Stonebridge community facility. An outdoor play area is located to the rear of the premises just off the pre-school room. This outdoor space is shared with another early years service that operates from the premises.

Staffing

In total three adults are employed by the service and were present on the day of inspection.

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, information and records and safety. The inspection may also focus on other areas as required.

A sampling process was used to assess compliance under regulations 15 record of a pre-school child and 16 (j) and (k) Record in relation to Pre-school service.

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 registered provider, staff and children 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

(2) Three adults are employed in the service. These files were inspected as part of the inspection and met regulatory requirements as follows:

(a) and (b) Six written validated references were available from either a past employer or a reputable source.

(c) Garda vetting disclosures from the National Vetting Bureau of An Garda Síochána were available for seven adults.

(d) Not applicable, none of the adults lived outside the state for a period of longer than six months as an adult.

(4) Records were available evidencing that two staff members who were employed to work directly with the children held the required qualification.

Non-Compliance Information

(4) One staff member who worked directly with the children did not have evidence of a completed child care qualification.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(4) This staff member will not work directly with the children in the service until she gains a major award in childcare. The manager of the service will check all qualifications prior to employment to make sure that the person being employed has a major award.

Supporting documentation submitted

Written record.

Summary Comment

The corrective and preventive actions as stated by the registered provider have addressed the non-compliance.

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.

(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

(2) The minimum ratio of adults to children was adhered to at all times during the inspection. There were eleven children attending the service being supervised by three adults on the day of inspection.

(8)(a) There were at least two adults on the premises at all times.

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.

Compliance Information

(1) A sample of records were reviewed for nine children who were attending the service. The records reviewed contained the following information:

(a) The name and date of birth of each child.

(b) The date on which each child first attended the service.

(c) There was an area on the registration form where the date when a child would cease to attend the service will be recorded.

(d) The names, addresses and telephone number of parents were recorded and information where parents can be contacted during the hours of operation of the service were also available.

(e) There was authorisation for the collection of the child.

(f) The record available supported the recording of any illness, disability, allergy or special need of the child.

(g)The name and telephone number of each child's medical practitioner was recorded.

(i) There was written consent for appropriate medical treatment of a child in the event of an emergency.

Non-Compliance Information
(h) There was no evidence to demonstrate parents provided a record of the immunisations their child had received.
Corrective & Preventive Action submitted by the Registered Provider
Corrective and Preventive Action All parents were requested to send in their children's immunisation records and a copy of these is now in the children's files. Upon registration in the setting parents will be required to provide immunisation records in the future. **Supporting documentation submitted** Written evidence of completed immunisations records were submitted.
Summary Comment
Supporting evidence was submitted in keeping with the actions submitted. The regulatory requirement has been met.

Part IV – Information and Records
Regulation 16 – Record in relation to pre-school service
(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service: *(h) details of attendance by each pre-school child on a daily basis;* *(i) details of staff rosters on a daily basis;* *(j) details of any medication administered to a pre-school child attending the service with signed parental consent;* *(k) details of any accident, injury or incident involving a pre-school child attending the service.*
Compliance Information
(h) Details of the attendance of each child were recorded. (i) A staff roster was maintained by the service.

(j) A record was available to demonstrate that signed parental consent was obtained to administer medication if required. The registered provider confirmed no medication has been given to a child this year.

(k) A sample of accident and incidents records were reviewed. These records were signed by staff and parents and were completed appropriately.

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: • Entry to the service was safely secured to prevent unauthorised access and a child leaving the premises unsupervised. A bell system was in place on the door. • Cleaning agents and medication were safely stored out of reach of the children. • All toys and play equipment were suitable for the age group using them and free from sharp edges.
Infection Control: • The environment was clean and cleaning schedules were maintained. • Waste was managed appropriately with the use of pedal bins.
Administration of Medication: • An administration of medication record was available to record medication given. The form included two staff signatures and the parent's signature. Staff were familiar when questioned with the procedures to follow when administering medication.
Fire Safety: • The fire exit was unobstructed.

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Non-Compliance Information

General Safety:

1. The temperature reducing medication had past the expiry date posing a potential safety risk in the event it was required.

Infection Control:

2. While it is acknowledged disposable paper towel was available. Several children were observed to dry their hands using a communal cloth towel posing a potential infection control risk.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. Temperature reducing medication was purchased. The manager will check on the expiry date regularly to make sure it has not expired in the future.

Infection Control:

2. The towel has been removed and will not be provided in the bathroom.

Supporting documentation submitted

General Safety:

Photographic evidence submitted.

Infection Control:

Written evidence submitted.

Summary Comment

Supporting evidence was submitted in keeping with the actions submitted. The regulatory requirement has been met.

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) and (b) The first aid equipment was easily accessible, stored in a conspicuous position on the premises and available to the pre-school children attending 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 maintained of monthly fire drills. The last fires drill was completed on the 14 December 2023. (b) The number, type and maintenance record for the fire fighting equipment and smoke alarms was available and dated the 3 November 2023 and 6 December 2023. (4) A notice of the procedure to be followed in the event of a fire was displayed on the notice board in the service.

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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
The insurance certificate for the premises was available and valid until the 27 March 2024.