

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015KE046
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Name of Service:	Giggles Playschool
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Address of Service:	15 The Grove, Liffey Hall, Newbridge, Co. Kildare
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Eircode:	W12 C584
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Name of Registered Provider:	Carol Dee
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Service type:	Sessional
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Date of Inspection:	16 November 2023
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No of pre-school children:	AM	22	PM	n/a
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Address of the Early Years Inspectorate:	Early Years Inspectorate Suite 7, Vista Primary Care Centre Child and Family Agency Ballymore Eustace Road Naas Co. Kildare, W91X38W
Inspection undertaken by:	T. Duignan
Title:	Early Years Inspector

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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

n/a

Description of service

Giggles Playschool was established in 2005 and provides sessional care and education to preschool children aged between two and six years. The service is open from Monday to Friday from 9:00am – 12:00 hours.

The service is located in a residential development in Newbridge. It operates from a purpose-built building attached to the registered providers domestic dwelling and has a large secure outdoor area to the rear of the property.

Staffing

There were five adults including the registered provider present on the day of inspection. Three of the adults including the registered provider and two students on placement were working directly with the children.

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

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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.

The inspection focused on an examination of compliance under

- Regulation 9(1)(a)(b)(c), (2)(a)(b)(c)(d), (4) – Management and recruitment.
- Regulation 11(1)(3) – Staffing levels.
- Regulation 15(1) – Record of a pre-school child.
- Regulation 22 – Food and drink.
- Regulation 23 – Safeguarding health, safety and welfare of child.
- Regulation 24 – Checking in and out and record of attendance.
- Regulation 25 -First aid.
- Regulation 26 – Fire safety measures.
- Regulation 30 – Minimum space requirements.

However, on inspection additional non-compliance which posed a risk was identified under:

- Regulation 8 – Notification of a change in circumstances.

The findings are outlined within the relevant regulation within this report.

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.

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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 II - Registration and Register

Regulation 8 - Notification of change in circumstances

(1) A registered provider of a pre-school service other than a temporary pre-school service shall, subject to paragraph (3), notify the Agency in writing of any proposed change in the details in relation to the pre-school service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2) at least 60 days before it is proposed that the change would take effect.

Non-Compliance Information

- (1) The Registered Provider was operating outside of the registration for the service as evidenced by the following observation:
- There were twenty-two children present on the day of the inspection. The service is registered to accommodate 20 children.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (1) The registered provider will ensure that the number of children never exceeds 20 at one time.
- An application for change of circumstances with required documentation has been submitted to the registration office. This application was closed on 12 December as planning permission has a condition which restricts the service numbers to 20 children

Supporting documentation submitted

- (1) Document

Summary Comment

The written response and documentary evidence submitted has been assessed by the Early Years Inspectorate. Regulatory compliance is met for regulation 8.

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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),(b) There was a designated person in charge and a named person to deputise as required.
- (c) There was a clear management structure in the service that identified the lines of authority and accountability in the service. Staff members were familiar with this structure and their role and responsibility.

The records of five staff members were reviewed.

(2)

- (a),(b) Ten written and verified past employer references or references from a reputable source, in the absence of a past employer, were available in respect of five staff members whose records were reviewed.

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- (c) Garda Vetting disclosures were available for five staff members including the registered provider.
- (d) Not applicable, as no adult had lived outside the State for a period of longer than 6 consecutive months.
- (4) Three staff members employed and who work directly with the children whose records were reviewed held a major award at Level 5 or higher in Early Childhood Care and Education on the National Framework of Qualifications.

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.*

Compliance Information

- (1) There were twenty-two children attending the service being supervised directly by five adults during the inspection.
- (3) The minimum ratio of adults to children was adhered to during the day as specified in column (3) of Part 1 of Schedule 6.

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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) – (i) A sample of ten records were assessed and all were found to be compliant.

Part V - Care of Child in Pre-school Service

Regulation 22 – Food and drink

A registered provider shall ensure that adequate and suitable, nutritious and varied food and drink is available for each pre-school child attending the pre-school service.

Compliance Information

The service had a healthy eating policy in place. The children were observed to have healthy snacks including sandwiches, crackers, cheese, fruit and yogurts.

Fresh drinking water was readily available in the pre-school throughout the morning and the children were observed self-serving themselves.

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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:

The entrance door to the service was controlled by staff to prevent children from exiting the service unsupervised and to restrict unauthorised persons from gaining access to the pre-school room. The service met the necessary safety requirements in respect of the indoor environment, toys and equipment and safe storage of cleaning agents. The staff members ensured that grapes provided for snacks were cut in half to mitigate the risk of a child potentially choking.

Infection Control:

Thermostatically controlled hot water, liquid hand soap and paper hand towel, hygienically dispensed from wall mounted units, were readily available for hygienic hand washing and drying. The staff members supervised children's handwashing and handwashing routines were well established and observed.

Facilities were available for nappy changing however all children were toilet trained on the day of inspection.

Foot pedal operated bins were provided for the disposal of used tissues, nappies and paper towel.

Written cleaning schedules were maintained for the room environments which were observed to be maintained in a clean and hygienic condition.

Administration of Medication:

Medication was not given at the time of the inspection and during conversations with the staff members, they advised they were aware of the procedures to be followed to administer medicine safely to a child if required while attending the service.

Safe Sleep:

A comfortable rest area was available in the indoors and outdoors for any preschool child who wished to rest or take a break from activities. A cosy spa

Fire Safety:

Regular monthly fire drills were carried out and records were maintained. The fire exits were easily identifiable and unobstructed. The staff were aware of the evacuation procedures in the event of a fire or other emergency.

Outing:

Outings do not take place from the service.

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Part VI - Safety

Regulation 24 - Checking in and out and record of attendance

- (1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.
- (2) Where there are more than 15 children attending a pre-school service in a drop-in centre, the registered provider shall ensure that one employee or unpaid worker is assigned responsibility for the checking in and out of children.
- (3) A registered provider shall ensure that-
- (a) no person other than-
 - (i) pre-school child attending the service,
 - (ii) a person dropping or collecting such a child,
 - (iii) an employee, or
 - (iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and
 - (b) a daily record in writing is kept of the entry on the premises of any such person.
- (4) A registered provider shall ensure that a record in writing referred to in paragraph (3)(b) is retained for a period of one year from the date to which it relates.

Compliance Information

- (1) The registered provider ensured that each child was checked in and out of the service. This was confirmed by the written attendance records maintained for the pre-school rooms inspected.
- (2) Not applicable as this was not a drop-in service.
- (3) (a),(b) The registered provider ensured that any person entering the service was approved and a record in writing was maintained.
- (4) The registered provider confirmed that a record in writing referred to in paragraph (3)(b) is retained for a period of one year from the date to which it relates.

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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

- (2)(a),(b) The first aid box was suitably equipped and stored in a conspicuous position in the pre-school room inspected and immediately available for the children at all times.

Non-Compliance Information

- (1) Persons trained in first aid responder (FAR) training were not immediately available to the children attending the service.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive action:

- (1) Evidence of booking for FAR training on 16 January 2024. Three adults completed first aid training on 17 November 2023.

Supporting documentation submitted

- (1) Emails

Summary Comment

The written response and documentary evidence submitted has been assessed by the Early Years Inspectorate. Regulatory compliance has been met for regulation 25.

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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.*
- (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 fire drills which were completed monthly in the service, the last recorded fire drill took place 5 October 2023.
- (b) A record was kept of the number, type and maintenance of the firefighting equipment and smoke alarms in the premises. Firefighting equipment and the smoke/fire detection system was last serviced in March 2023 and 7 June 2023 respectively.
- (4) Notices of the procedures to be followed in the event of a fire were conspicuously displayed in the service.

Part VII - Premises and Space Requirements

Regulation 30 - Minimum space requirements

- (1) Subject to paragraphs (2) to (6), a registered provider shall ensure that adequate clear floor space is available in the premises for the work, play and movement of children attending the pre-school service.*
- (3) A registered provider of a sessional pre-school service or a pre-school service in a drop-in centre shall ensure that a minimum of 1.818 square metres of clear floor space is available for each child attending the service.*

Compliance Information

A total clear floor space of 40.8m² is available in the preschool room.