

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015MH166
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Name of Service:	Sallywags Playgroup & Afterschool Care
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Address of Service:	210 Millbrook, Johnstown, Navan, Co. Meath
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Eircode:	C15 F903
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Name of Registered Provider:	Catherine Keenan
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Service type:	Part Time, Sessional
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Date of Inspection:	04/05/2023
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No of pre-school children:	AM	9	PM	8
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Address of the Early Years Inspectorate:	Family Resource Centre, Commons Road, Navan, Co Meath
Inspection undertaken by:	D. Murray
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

Sallywags Playgroup & Afterschool Care was established in 2004, in a converted room at the back of the registered provider's own home. The service provides sessional, part-time childcare for children aged 2 to 6 years. Eligible children participate in the Early Childhood Care and Education scheme (ECCE) The service caters for 12 pre-school children and operates a sessional service from 9.00am – 12.00 midday with the part-time hours extending to 13:50pm. A school aged service is provided from 2pm until 6pm. The service consists of 1 care room, sanitary facilities and an outdoor space.

Staffing

The registered provider employs a designated person in charge and 3 staff members. On the day of inspection the designated person in charge was present with 2 staff members. The registered provider arrived when the inspection had commenced.

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 inspections may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9,11,19,20,21,23,25 & 26.

These findings are outlined within the relevant regulations within this report.

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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, person in charge, staff and children who were present on the day of the inspection.

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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.*

(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 service had a designated person in charge and a named person to deputise as required.

(b) A designated person in charge was on the premises when the inspectors arrived unannounced to carry out the inspection.

(2) From a review of the service file and discussion with the manager it was confirmed that 1 new staff member had been employed in the service since the last inspection. This file was reviewed and the following was noted.

- (a) Two validated written references were available from a past employer.
- (b) Not applicable as no references were from a source other than a past employer.
- (c) Garda vetting disclosure was available for the new staff member.

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(d) Not applicable as the staff member had not resided outside the jurisdiction for a period of more than 6 consecutive months as adults.

(4) The new childcare staff member had a major award in Early Childhood Care and Education at Level 5 and above on the National Framework of Qualifications or a qualification deemed by the Minister to be equivalent.

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

(1) The registered provider ensured that an adequate number of adults were working directly with the children attending the pre-school service.

(2) The correct adult/child ratio was maintained in the service on the day of inspection. There were 3 adults working directly with the 9 children ranging in age from 2 years 8 months to 5 years.

(8) The registered provider ensured that there were always two adults on the premises when the service was in operation as evidenced by the staff roster.

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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

(1)(a) The following observations were made on how each child's learning, development and well-being was facilitated within the daily life in the service:

Basic needs:

- Children individual needs were met with additional care, attention and supervision given as required. Children were encouraged to become independent and self-caring, suitable to their age and stage of development which included using the toilet, hand washing, caring for their belongings and tidying away after activities and play.
- The staff members in the care room were observed encouraging and collaborating with children in their play activities.
- The children brought their own food to the service. Lunch was at 11am which consisted of sandwiches, rolls, yogurts and fruit. The children brought an additional cold snack which they have at 1pm. The service also has a supply of additional snacks if required. A staff member was observed sitting and chatting with the children at lunch time, helping the children when required whilst encouraging conversation and extending interactions.
- The theme of the month was "Zoo animals", "Birds" and "Messy play" with children's artwork displayed to reflect these themes.
- Outdoor play was facilitated for the children on the day of the inspection.

Supporting relationships around children:

- Staff provision was consistent which ensured that the children were always cared for by a familiar adult.
- The adults gave clear guidance, lead in time and support which helped the children to manage their activities easily.
- The service showed a positive regard towards the families of the children and family links were nurtured in the service with family photographs on the "Family Tree". The children appeared comfortable, happy and relaxed in their environment.

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Part V - Care of Child in Pre-school Service

Regulation 20 – Facilities for rest and play

- (1) Subject to this regulation, a registered provider shall ensure that-
- (b) there are adequate and suitable facilities for a pre-school child to rest during the day, and in the case of an overnight pre-school service, during the day and the night.
- (3) A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph (2) applies, shall ensure that-
- (a) a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises.

Compliance Information

- (1)(b) Within the care room there were large and small cushions for children to take a break from activities and rest if needed. No sleeping children attend the service.
- (3)(a) There was a suitable, safe and secure outdoor space on the premises which was enclosed and had an all-weather surface.

Part V - Care of Child in Pre-school Service

Regulation 21 – Equipment and materials

A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.

Compliance Information

- The care room had play materials and equipment, art and crafts, treasure basket, a range of suitable toys and books which were easily accessible on open shelving at the children's height.
- The outdoor area had a partially sheltered area which permitted outdoor play in all types of weather. Equipment included a wooden playhouse with a climbing ladder and slide, dolls house with play equipment, free standing blackboard, sand and water trays, basketball stand, Childrens table and chairs, and ride on tricycles.

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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 following safety measures were in place on the day of inspection:

- All cleaning agents were stored out of reach of the children.
- The main door to the service was secured and the outdoor space was enclosed and secured with a gate and an additional side door. These security measures ensured that a child did not exit unsupervised and restricted unauthorised persons from gaining access to the service and outdoor spaces.
- All play materials were placed on stable based shelving units. Play materials and equipment were observed to be safe and suitable for the developmental age of the pre-school children present in the service.
- The emergency exit doors were unobstructed.
- An indoor and outdoor risk assessment was conducted on a daily basis.

Infection Control:

The following infection control measures were observed:

- The hand washing policy was implemented in practice with appropriate hand washing for staff and children at all times.
- The service was clean with cleaning schedules maintained on a daily basis.
- A fridge was available in the care room for the refrigeration of perishable items in the children's lunch boxes.

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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) and (b) A suitably equipped first aid box was available and safely stored in the premises.

Non-Compliance Information

(1) No staff member working in the service on Mondays had current First Aid Responder (FAR) training. Although it is acknowledged that 1 staff member had current FAR training, this staff member only worked from Tuesday to Friday. One staff member with current FAR training must be always available to the children on the premises while the service is in operation.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

One staff member has completed FAR training on the 06/06/2023. The registered provider will ensure that a staff member with FAR training is present on the premises at all times during the hours of operation.

Supporting documentation submitted

Evidence of FAR training.

Summary Comment

The registered providers in the Corrective Action and Preventive Action plan has addressed the non-compliance for regulation 25(1). The evidence submitted has been reviewed and accepted.

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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 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 available of the fire drills completed in the service. The last recorded fire drill took place 02/05/23.
- (b) A record was maintained of the number, type and maintenance record of the fire fighting equipment on the premises. The fire fighting equipment was last serviced on 31/01/2023.
- (4) A notice of the procedures to be followed in the event of a fire was conspicuously displayed in the premises.

Non-Compliance Information

- (1)(b) The mains powered smoke alarm did not have an up-to-date servicing record.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (1)(b) The mains powered smoke alarm was serviced on the 21/06/23. The registered provider will ensure that the smoke alarm system is serviced on an annual basis.

Supporting documentation submitted

Evidence that the smoke alarm has been serviced

Summary Comment

The registered providers in the Corrective Action and Preventive Action plan has addressed the non-compliance for regulation 26 (1)(b). The evidence submitted has been reviewed and accepted.