

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015WW167
--------------------------	-------------

Name of Service:	First Steps Playschool & Creche
-------------------------	---------------------------------

Address of Service:	35 Cluain Ard, Sea Road, Arklow, Co. Wicklow
----------------------------	--

Eircode:	Y14 YP08
-----------------	----------

Name of Registered Provider:	Lesley McGrath
-------------------------------------	----------------

Service type:	Full Day
----------------------	----------

Date of Inspection:	17/07/2024
----------------------------	------------

No of pre-school children:	AM	15	PM	N/A
-----------------------------------	----	----	----	-----

Address of the Early Years Inspectorate:	Loughlinstown Health Centre, Loughlinstown Drive, Loughlinstown, Co. Dublin
Inspection undertaken by:	M. Condon & O. Quill
Title:	Early Years Inspectors

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
---------------------------------	----------------

Early Years Inspectorate Regulatory Report

Pre School

Description of service

This service is located in a residential area in Arklow town, County Wicklow. Two care rooms are available to care for the pre-school children, one on the ground floor and the second on the first floor. A secure outdoor area is available at the rear of the service. The service is registered to provide a full day care, part time and sessional service for pre-school children. The age range of children catered for in the service is from 1 year to 6 years of age. Operating hours are between 08:00 and 18:00 on a Monday to Friday basis for 52 weeks of the year with the exception of bank holidays and some days between Christmas and the New Year.

Staffing

A total of seven adults are employed in the service which includes the registered provider. On the day of inspection four adults provided direct care to fifteen pre-school 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

This inspection was unannounced and focused on the area of governance, health, welfare and development of child and safety. The inspection may also focus on other areas as required.

Early Years Inspectorate Regulatory Report

Pre School

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

(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.

Early Years Inspectorate Regulatory Report

Pre School

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

(b) The designated person in charge was on the premises at the time of the arrival of the Inspectors and remained on the premises for the duration of the inspection.

(2)

There were seven staff members. These seven files were reviewed on the day of the inspection.

(a)&(b) There were fourteen written and validated references for seven staff members.

(c) Documentary evidence of processed Garda Vetting Disclosures was available for seven staff members. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Police vetting was available for one staff member who had lived in another state for a period longer than six consecutive months as an adult.

(4)

Documentary evidence was available to confirm that the seven staff members who worked directly with children had 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.

Early Years Inspectorate Regulatory Report

Pre School

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) At all times during the inspection an adequate number of adults were working directly with the children attending the pre-school service.
- (2) The minimum ratio of adults to children for full day care services was adhered to at all times during the inspection. There were fifteen children attending the service being supervised by four adults on the day of inspection.
- (8)(a) The staff roster demonstrated two adults are on the premises at all times during the hours of operation

Early Years Inspectorate Regulatory Report

Pre School

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-
(c) an authorised person.

Compliance Information

- (1)
- Thirteen files were examined. In relation to the files examined, the record required in writing in relation to (a)-(i) above was kept for each child. The children's files were located in a secure place in the service.
- (3)
- (c) A record in writing referred to in paragraph (1) (a)-(i) was open to inspection on the premises by the inspectors.

Early Years Inspectorate Regulatory Report

Pre School

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 main entrance door to the service was secure. A visitor's book was available in the hallway on arrival. With the exception of points 1-3 below, the service met the necessary safety requirements in respect of the indoors and outdoors.

Infection Control:

The staff members supervised children's handwashing and handwashing routines were well established. Foot pedal operated bins were provided for the disposal of used tissues.

Written cleaning schedules were on display for the room environment and sanitary areas which were observed to be maintained in a clean and hygienic condition. Individual linen was provided for children's cots and sleep mats. Staff confirmed that linen is laundered weekly or as required.

Administration of Medication:

Medication was not given at the time of the inspection, written parental consent was available should medication be required to be administered to a child. The staff members were familiar with required safe practice when administering medication in the service. Medicine was safely stored.

Safe Sleep:

The children who required sleep were provided with a standard cot or a low bed, depending on their age, in their care room. The inspector observed records which confirmed that staff check sleeping children at 10-minute intervals. Room temperatures were maintained between 16 and 20°C

Early Years Inspectorate Regulatory Report

Pre School

Non-Compliance Information

General Safety:

1. The armrests of small armchair in the Creche room were torn exposing foam This posed a risk of choking to a small child.
2. The protective cover on the edge of the wall in the rest area of the Creche room had broken, exposing foam. This was a potential risk to a small child.

Infection Control:

3. The nappy changing practice was inadequate. The inspector observed the following while one staff member change two children's nappies:
 - The staff member did not change their gloves after changing the child's nappy and before dressing the child.
 - The children's hands were not washed after nappy change.
 - The staff member did not change her apron between nappy changes.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. The armrest of small chair has been repaired with strong tape. We have added the checking of the chairs for tears to weekly check list.
2. A New protective cover on the edge of the wall has been fitted. This has been added to our weekly check list.

Infection Control:

3. Spoke to staff member asking that they always follow the correct procedure. During our weekly meetings I will remind staff to follow procedures.

Click or tap here to enter text.

Supporting documentation submitted

General Safety:

Photographic evidence.

Early Years Inspectorate Regulatory Report

Pre School

Summary Comment

The Registered Provider has addressed the non-compliance as identified on inspection in relation to Regulation 23.

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) On the day of inspection two adults trained in First Aid Response were present and immediately available to the pre-school children.

(2)

(a) The first aid box for children was safely stored in an accessible and conspicuous position in the pre-school room.

(b) At all times the first aid box was available to the children attending the pre-school service.

Early Years Inspectorate Regulatory Report

Pre School

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 record in writing was kept of all fire drills that took place in the premises. The last fire drill was recorded on the 24/06/2024.
 - (b) Written records were available detailing the number, type and maintenance of firefighting equipment and smoke alarms which were both serviced in September 2023.
- (4) Notices were displayed detailing the procedures to be followed in the event of fire.

Part VI - Safety

Regulation 27 – Supervision

A registered provider shall ensure that pre-school children attending the service are supervised at all times.

Compliance Information

All children were supervised at all times during the inspection