

# Early Years Inspectorate Regulatory Report

## Pre School

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| <b>TUSLA Identifier:</b> | TU2022CC005 |
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| <b>Name of Service:</b> | Cherryblossoms Kiskeam |
|-------------------------|------------------------|

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| <b>Address of Service:</b> | Kiskeam National School, Kiskeam, Mallow, Co. Cork |
|----------------------------|----------------------------------------------------|

|                 |          |
|-----------------|----------|
| <b>Eircode:</b> | P51 X478 |
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|-------------------------------------|-------------------|
| <b>Name of Registered Provider:</b> | Christina Dunstan |
|-------------------------------------|-------------------|

|                      |                                |
|----------------------|--------------------------------|
| <b>Service type:</b> | Full Day, Part Time, Sessional |
|----------------------|--------------------------------|

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| <b>Date of Inspection:</b> | 14/06/2024 |
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|-----------------------------------|----|----|----|---|
| <b>No of pre-school children:</b> | AM | 13 | PM | 8 |
|-----------------------------------|----|----|----|---|

|                                                 |                                          |
|-------------------------------------------------|------------------------------------------|
| <b>Address of the Early Years Inspectorate:</b> | 13 Market Square, Mallow, Cork. P51 DD5Y |
| <b>Inspection undertaken by:</b>                | E. Friel                                 |
| <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>                                                                                                                                                                        | N/A |

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### Description of service

Cherry Blossoms Kiskeam is a private early years care and education service offering full day, part-time and sessional services, accommodating children aged from 2 years 6 months to 6 years of age. The service is registered to open from 7.00 am until 6.30 pm and current opening hours are from 8.00 am until 6.00 pm, Monday to Friday, 50 weeks of the year. The Early Childhood Care and Education (ECCE) is facilitated from 9.10 am until 12.10 pm, term time only.

Cherry Blossoms Kiskeam is situated in the rural village of Kiskeam, County Cork. It operates from a detached modular building located at the rear of Kiskeam National School and consists of a lobby area, a large care room and adult/child sanitary facilities. The children currently have access to outdoor play areas at the back of the service. Car parking is available at the front of the school.

### Staffing

There are five adults currently employed in the service and an additional adult is available to cover from a sister service in the event of staff absence. The registered provider is not service based.

### 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.

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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 person in charge, deputy 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,*

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*(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 registered provider ensured that there was a designated person in charge, deputy and named persons available on the premises. Both the designated person in charge and the deputy were on the premises when the inspector arrived.
  - (b) The staff roster indicated that either the designated person in charge, deputy and/or named persons were on the premises while the early years children were present in the service.
  - (c) The management structure was available in the lobby area of the service. In conversation with staff, they were aware of their roles and responsibilities.
- (2) Recruitment files for all seven adults were reviewed;
- (a) (b) There were twelve validated references from previous employers and two validated references from sources other than previous employers.
  - (c) Garda vetting disclosures from the National Vetting Bureau had been obtained for all seven adults. The service demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
  - (d) No international police vetting was required as staff files indicated that none of the seven adults had lived outside of the State for a period of six consecutive months or more as adults.
- (4) Six adults working directly with the children held at least a major award in Early Childhood Care and Education at level 6 or above on the National Framework of Qualifications. The adult working in school age care did not require a childcare qualification.

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### Part III – Management and Staff

#### Regulation 10 - Policies, procedures etc. of pre-school service

*A registered provider of a pre-school service shall ensure that the written policies, procedures and statements specified in Schedule 5 are in place for the service.*

#### Compliance Information

The following policies, procedures and statements were reviewed by the inspector and found to contain the necessary information;

- Complaints Policy
- Outdoor Policy
- Infection Control Policy

#### Non-Compliance Information

On review the following policy required further development:

- (1) The supervision policy did not state the frequency or the duration of staff supervision nor how the supervision records would be stored.

#### Corrective & Preventive Action submitted by the Registered Provider

##### Corrective and Preventive Action

- (1) The supervision policy has been updated to include the frequency of supervision sessions and where the records are now stored.

##### Supporting documentation submitted

- (1) A copy of the supervision policy with the necessary amendments was received in the office of the inspectorate.

#### Summary Comment

The actions taken by the registered provider has addressed the non-compliance identified under Regulation 10.

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### 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 there were, at all times, an adequate number of adults working directly with the children at all times.

(2) The adult/child ratio was met. There were seven full day care and five sessional children in attendance with two adults in the morning and eight children with one adult in the afternoon. Two additional adults were present with school age children later in the afternoon.

(8)

(a) The staff roster indicated that a minimum of two adults were on the premises while the early years children were present.

### 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:*

*(a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;*

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- (b) details of the class of service and the age profile of children for which the service is registered to provide services;*
- (c) details of the adult: child ratios in the service;*
- (d) the type of care or programme provided in the service;*
- (e) the facilities available;*
- (f) the opening hours and fees;*
- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (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.*

*(3) A record referred to in paragraph (1) shall be open to inspection on the premises, and the documents and records referred to in paragraph (2)(a) shall be open to inspection whether on the premises or elsewhere, by an authorised person.*

### Compliance Information

- (1)
- (a) The name, position, qualifications and experience of the registered provider, manager and of every employee, were available in the staff recruitment files in the service.
- (b) Details of the class of service and the age profile of children, for which the service is registered to provide, were available in the parent handbook and on the Tusla Registration Certificate visible on the notice board in the reception area of the service.
- (c), (d), (e) and (f) The details of the adult/child ratios in the service, the type of care or programme provided, the facilities available and the opening hours and fees were available in the service's parent handbook.
- (g) The policies, procedures and statements the service is required to maintain in accordance with Regulation 10; were available in a folder in the service.
- (h) Details of attendance for each child were recorded in an attendance book, which was furnished to the inspector during the inspection.
- (i) The weekly staff roster was presented to the inspector on arrival.

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(3) The records referred to in paragraph (1) were open to review, on the premises, by the inspector.

### Non-Compliance Information

- (j) There were no dates of birth recorded and no parent/guardians signatures on the nine administration of medication forms reviewed. Having no date of birth on the administration of medication form may result in an error should two children with the same name require medication. A parental signature on the day of administration of medication ensures that parents/guardians are aware of the medication that has been administered in the service before the child goes home.
- (k) There were no dates of birth recorded on the thirteen accident/incident forms reviewed, posing a risk that two children with the same name may be mistaken in the writing of the report and the wrong parent given the information.

### Corrective & Preventive Action submitted by the Registered Provider

#### Corrective and Preventive Action

The following statements were received from the registered provider;

- (j) All dates of birth and parent/guardians signatures have been completed for the nine administration of medications form for which the details were missing.
- (k) Dates of birth for each child are now recorded on the thirteen accident/incident forms for whom they were missing.

#### Supporting documentation submitted

- (j) Copies of the administration of medication forms which included the dates of birth and parent/guardian signatures for all nine children were received in the office of the inspectorate.
- (k) Copies of the accident/incident forms which included the dates of birth for thirteen children with were received in the office of the inspectorate.

### Summary Comment

The actions taken by the registered provider have addressed the non-compliances identified under Regulation 16.

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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
- (b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.

#### Compliance Information

##### BASIC NEEDS:

- Food was observed to be served at regular intervals throughout the day.
- Water was available from individual water bottles which were easily accessible from a shelf in the room.
- Children were observed accessing the toilet area independently and staff were available to provide reminders to dry their hands.
- A rest/quiet area with suitable soft furnishings was available for children to sit quietly.
- Nappy changing was carried out regularly and promptly by a staff member in the care room who was sensitive and caring to the child's needs.

##### SUPPORTING CHILDREN'S RELATIONSHIPS:

- During mealtimes and table top activities staff sat at the table and engaged in social conversation with the children. There was great excitement as one child was celebrating their birthday and had brought in a special balloon and cake to share.
- Staff were observed helping children to find positive solutions to minor issues. Examples included staff supporting children by talking to them in a variety of ways such as discussing, questioning and role modelling to ensure a positive outcome.
- Independence was encouraged and supported with children observed putting on their jackets and boots for outdoor play and disposing of their individual rubbish in the bins provided during snack. Staff were nearby to assist children who needed help with their coats.
- Staff stated that room meetings happen informally on a daily basis. The inspector was furnished with minutes of the last monthly meeting, dated 28 May 2024, which included topics such as graduation, cycling Fridays and summer camps.

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### PHYSICAL AND MATERIAL ENVIRONMENT:

- The care room was laid out in clearly defined areas with age and developmentally appropriate toys and resources which provided opportunities to enhance the learning needs of the children across all areas.
- Materials and resources were located in baskets on low-level shelving which encouraged independence and provided access at the child's level.
- A range of age and stage appropriate books were available in the rest/quiet area which supported the children's language development. A staff member was heard reading "The Birthday Wish Adventure" to the children and children were heard practicing their graduation songs.
- There was ample room for the children to move and explore both the indoor and outdoor environments.
- The outdoor play areas provided alternative environments for the children, examples included an artificial grass area for playing football, basketball court, a concrete area and an area of grass on a slope. A range of developmentally appropriate equipment including tractors, bug runners and balls provided a range of gross and fine motor skills including cycling, pedalling, kicking and throwing. A play kitchen with resources was available for imaginary and role and stone and sand troughs were available for sensory play.

### 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.*

#### Compliance Information

- (1)
- (b) A rest/quiet was available, away from noisy activities, where the children could sit on vinyl floor cushions on a mat on the floor with soft cushions and read a book from nearby shelving. The inspector observed that two stackable beds, with individual bed sheets and cellular blankets, were available, if required. The area was fitted with a blind and the lights could be adjusted to ensure that there would be ambient lighting while a child slept. A sleep log was furnished to the inspector of the last date in which a child slept in the service. The sleep log was dated 8 February 2024, it indicated that regular ten-minute physical sleep checks had been carried out for the duration of the child's sleep.

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### 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

Parents/guardians provided most of the food for the children with the service providing breakfast and the mid-afternoon snack.

- Children were observed eating breakfast at 8.50 am where they had the choice of toast or breakfast cereals.
- Mid-morning snack at 10.25 consisted of filled wraps and sandwiches, yogurts, cheese, fruit and a variety of bite sized fruit pieces.
- A variety of hot lunches were served at 1.00 pm including soup, fish fingers and noodles, and toast and hoops in a tomato sauce.
- Staff stated that a mid-afternoon snack is served at 3.00 pm with staff serving beans on toast and the children eating the remains of their snack boxes.
- Children had access to individually labelled bottles at all times and age and stage appropriate cutlery were easily accessible to the children.
- In line with the service's healthy eating policy children were not rushed and were observed to be given extra time to finish their food.

### 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 was secured upon arrival. The bell was answered by a staff member preventing the unauthorised access of an adult into the service.
- The adult toilet in the lobby of the service was secured with a sliding bolt, out of reach of the children. Ensuring the children could not enter the area.

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- The six blind cords in the care room were made secure with hooks that were placed out of reach of the children.
- A handrail was provided to facilitate the children climbing up the two steps to the service entrance.
- An access ramp with a handrail was also available at the entrance door.
- The indoor and outdoor toys and equipment appeared in good condition.
- Flexes and cables were secured out of reach of the children.
- Indoor waste was secured in pedal operated bins.
- Five storage cupboards under the worktop were secured with child proof safety catches, preventing children accessing unsafe areas.
- The empty kettle was stored above the fridge which was inaccessible by the children.
- The outdoor play perimeters were secured with metal fencing, high hedging and concrete walls.

### Infection Control:

- The adults were observed wearing disposable gloves and aprons during each nappy change. A pedal operated nappy bin was available for the safe disposal of waste and natural ventilation was available from the two open windows in the sanitary area. The adult was observed to disinfect the unit and mat after use and handwashing by both the adult and child was carried out.
- Handwashing was observed being carried out regularly, particularly before and after food and toileting, and coming in from outdoor play.
- Children's coats were hung on individual hooks and bags were stored in cubby houses, off the floor areas.
- Perishable food was observed to be stored in the two fridges in the service.
- Tissues were readily available for children's respiratory needs, and staff assisted where required.
- Adult and child wash hand basins, observed in use on the day, were supplied with thermostatically controlled hot water (34.6°C), dispensing soap, paper towels and pedal operated bins for the disposal of waste.
- Care room and bathroom checklists were available, and these were noted to be completed and up to date.

### Administration of Medication:

- Anti-febrile medication was stored on a high shelf, out of reach of the children.

### Safe Sleep:

- There were no children observed sleeping on the day of inspection.

### Fire Safety:

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- The emergency fire doors were unobstructed.
- The fire assembly point was located at the back of the service a safe distance from service.
- Firefighting equipment including fire extinguishers and blankets were secured to the walls in the lobby.

### Non-Compliance Information

#### General Safety:

- (1) A large doll's house, at adult height, was not anchored, posing a tipping hazard.
- (2) The thumb twist mechanism on the main fire exit door, located in the lobby, was accessible by the children, posing a safety risk should an unsupervised child open the door by themselves.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

The following statements were received from the registered provider;

#### General Safety:

- (1) The doll's house has been secured to the wall to ensure that it does not fall or tip on top of a child.
- (2) The fire exit door has been secured to ensure that no child can leave the service unsupervised.

#### Supporting documentation submitted

The following photographic evidence has been submitted to the office of the inspectorate by the registered provider.

#### General Safety:

- (1) The doll's house secured by a bracket to the wall.
- (2) The fire exit door in the lobby secured.

### Summary Comment

The actions taken by the registered provider have addressed the non-compliances identified under 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.*

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### Compliance Information

- (1) Certificates were available to evidence that two adults had completed First Aid Responder (FAR) training. The staff roster indicated that there was at least one adult available at all times who was trained in first aid.
- (2) (a) (b) The suitably equipped first aid box was located on a shelf in the care room and was within direct access of the adults in the care room.

### 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-*
  - (c) *an authorised person.*
- (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) Written records were available of the monthly fire drills which took place in the service. The date recorded of the most recent fire drill was 14 June 2024, with previous drills dated 23 May 2024 and 12 April 2024.
  - (b) Written records were available detailing number, type and maintenance of firefighting equipment and smoke alarms in the service. The firefighting equipment record was dated 3 October 2023 and the smoke alarm record was dated 22 April 2024.
- (2) The records referred to in paragraph (1) were open to review in the service by the inspector on the day of inspection.

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(4) The notices of the procedures to be followed in the event of a fire were located on the wall of the lobby behind the emergency fire exit door and on the wall of the care room.

### Part VI - Safety

#### Regulation 28 - Insurance

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

#### Compliance Information

A certificate was available to evidence that the registered provider had insurance for the service. The service was insured for 22 children on a full day care basis and the expiry date was noted as 27 March 2025. Details included cover for public liability and fire and theft.

### Part VII - Premises and Space Requirements

#### Regulation 29 - Premises

*A registered provider shall ensure that the premises of the service are-*  
*(d) cleaned, maintained and repaired, as required, and*  
*(e) equipped with adequate and suitable sanitary facilities.*

#### Compliance Information

(e) A new sanitary area containing two individual toilet cubicles and two wash hand basins were installed, off the care room since the last inspection.

#### Non-Compliance Information

(d)  
(1) There was a damp area with black mould visible on a corner of the ceiling in the adult toilet located in the lobby of the service, posing a health hazard. Staff stated that there is an issue with a leaking roof.

#### Corrective & Preventive Action submitted by the Registered Provider

#### Corrective and Preventive Action

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The following statement was received from the registered provider;

(d) (1) The mould was removed with a mould cleaner and the area will be painted when the children are not in the service during the July holiday period. The area has been added to the weekly cleaning rota.

### **Supporting documentation submitted**

(d) (1) A photograph of the ceiling, which had been cleaned, was submitted to the office of the Inspectorate. The statement from the registered provider has been accepted.

### **Summary Comment**

The actions taken by the registered provider have addressed the non-compliance identified under Regulation 29.