

INSPECTION OUTCOME REPORT

Information on Service

DCYA Identifier:

09MO0103

Name of Service:

Sharkey Hill Playschool

Address of Service:

Sharkey Hill Community Centre

Pairc na Coille

Golf Course Road

Westport

Co. Mayo

Service Provider:

Ms. Ann Moore

(person carrying on Pre-school)

Type of Service Inspected:

Sessional	<input checked="" type="checkbox"/>	Part-Time	<input type="checkbox"/>	Drop-In	<input type="checkbox"/>
Full Day Care	<input type="checkbox"/>	Childminding	<input type="checkbox"/>		

Type of Inspection:

Initial Announced	<input type="checkbox"/>	Annual Unannounced	<input checked="" type="checkbox"/>
Initial Unannounced	<input type="checkbox"/>		

Date(s) of Inspection:

Day		Month		Year	
2	3	0	6	1	4

No. of Pre-School children on Register:

23

No. of Pre-School children present on the day of Inspection:

15

No. of Pre-School children as per Notification Form:

22

Child & Family Agency Address:

Early Years Inspectorate
Child and Family Agency
2nd Floor, St Mary's HQ,
Castlebar

County:

Mayo

Child & Family Agency Inspector(s) and Titles:

Joanne Doherty, Early Years Inspector.

Disclaimer: This report has been compiled following an inspection of the above service on the above date(s). The report is based on the tool which is used by the Pre-School inspectors in assessing compliance with the Child Care (Pre-School Services) (Amendment No 2) Regulations 2006 and Explanatory Guide to Requirements and Procedures for Notification and Inspection. The areas covered are provided to enable the Pre-School Inspectors to use their professional judgement in assessing compliance/non-compliance. The decision of the Inspector is based on an amalgamation of the information in each section and not in any one question. The weighting of the non-compliances in relation to each other is based on the nature of the non-compliances and not on the number of non-compliances. It is at the professional discretion of the Pre-School Inspector to assess whether prosecution is recommended.

INSPECTION OUTCOME REPORT

Information on Pre-School Setting		
Regulation 10 (Notice to be Given by Person proposing to carrying on a pre-school service)		
<p>(1) Where a person proposes to carry on a pre-school service that person shall, at least 28 days before the commencement of the service, give notice in writing to the Health Service Executive.</p> <p>(2) Notwithstanding paragraph (1) herein, where a person proposes to carry on a pre-school service in a temporary drop-in centre, that person shall, at least 14 days before the commencement of the service, give notice in writing to the Health Service Executive.</p> <p>(3) A notice under paragraph (1) or (2) of this Regulation shall be in the form set out in the Schedule to these Regulations or in a form to the like effect which shall contain all the particulars specified in that form.</p>		
Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	<p>(1) Sufficient notice in writing has been given to the Health Service Executive regarding the operation of this pre-school service.</p> <p>(2) Not applicable</p> <p>(3) A notice as required under paragraph (1) of this Regulation was in the form set out in the Schedule in the Regulations.</p>	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

Information on Pre-School Setting		
Regulation 11 (Notification of Change in Circumstances)		
<p>(1) A person carrying on a pre-school service shall, within 28 days, notify in writing the Health Service Executive of any change in the particulars contained in the notice given by that person in the Schedule to these Regulations or in a form to the like effect.</p> <p>(2) A person who ceases to carry on a pre-school service shall, within 14 days of the cessation of the service, give notice in writing to the Health Service Executive.</p>		
Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	<p>(1) There have been no changes in circumstances since the last annual inspection.</p> <p>(2) Not applicable.</p>	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

INSPECTION OUTCOME REPORT

Information on Pre-School Setting

Regulation 31 (Annual Fees)

- (1) *Subject to sub-article 4 of this article, a person carrying on a pre-school service shall pay to the Health Service Executive an annual fee towards the cost of inspection under Part VII of the Act and the amount of such fee shall be:*
- (a) *where the service provided does not exceed 3.5 hours in the day - €40.00*
 - (b) *childminding service - €40.00*
 - (c) *in all other cases - €80.00*
- (2) *The Health Service Executive shall, as near as may be to the first anniversary of the notification referred to in Regulation 10 of these Regulations, and annually thereafter, notify the person carrying on a pre-school service of the annual fee to be paid to it by that person.*
- (3) *The person carrying on a pre-school service shall, within 28 days of the receipt by him or her of a notification under paragraph (2) of this Regulation pay the Health Service Executive the fee specified in the notification.*
- (4) *The Health Service Executive may exempt from a fee a person carrying on a pre-school service in which no pre-school child is maintained for profit*

Inspected	Not Inspected	Not Applicable ✓
Compliance Information:	The annual fee is not required at this time as a new registration fee structure is being developed which will replace the current notification fee structure.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

INSPECTION OUTCOME REPORT

Information on Management and Staffing

Regulation 8 (Management and Staffing)

- (1) A person carrying on a pre-school services shall ensure that:
- (a) a sufficient number of suitable and competent adults are working directly with the pre-school children in the pre-school service at all times,
 - (b) the service has a designated person in charge and a named person who is able to deputise as required, and
 - (c) 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 paragraph 1(b) is on the premises.
- (2) A person carrying on a pre-school service shall ensure appropriate vetting of all staff, students and volunteers who have access to a child:
- (a) by reference to past employer references in particular the most recent employer reference, in respect of all staff, and
 - (b) by reference to references from reputable sources, in respect of all students and volunteers, and
 - (c) by acquiring Garda vetting from An Garda Síochána when An Garda Síochána have set down procedures to make such vetting available, and
 - (d) in circumstances where Garda vetting is not available for staff, students and volunteers who have lived outside the jurisdiction, by ensuring that these persons provide the necessary police vetting from other police authorities.
- (3) Such vetting procedures shall be carried out prior to any person being appointed or assigned or being allowed access to a child in the pre-school service.

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	<p>(1)(a) The adult/child ratio was adhered to, there were 4 adults supervising 15 pre-school children on the day of inspection.</p> <p>(b) The service had a designated person in charge, and a named person to deputise as required.</p> <p>(c) The designated person in charge was on the premises when the inspector arrived unannounced to carry out the inspection and was there throughout the inspection.</p> <p>(2)(a) There were 2 written verified references on file for each of the 6 adults in the service.</p> <p>(b) Not applicable as there were no students or volunteers in the service.</p> <p>(c) 6 adults in the service had Garda vetting on file.</p> <p>(d) Police vetting was on file for 1 adult who lived outside the jurisdiction of Ireland.</p> <p>A service is required to have 50% of the adults working with children to have a suitable and appropriate qualification. 5 adults working directly with the children had an appropriate qualification and provided the relevant certification as proof.</p> <p>There was proof of identity available for 6 adults in the service in the form of copies of passports and driving licences.</p> <p>(3) Vetting procedures were carried out prior to any person being appointed, assigned or allowed access to a pre-school child.</p>	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

INSPECTION OUTCOME REPORT

Information on Management and Staffing

Regulation 12 (Number of Pre-School Children who may be catered for in premises)

- (1) *After inspection of a premises, the Health Service Executive may make a proposal to fix the maximum number of pre-school children who may be catered for at the same time in a premises in which a pre-school service is being carried on. The Health Service Executive shall, when making such a proposal, have regard to the age range of the pre-school children, the adult/child ratios, the group size and the space per child. The Executive shall notify in writing the person carrying on the service of its proposal and of the reasons for it and the notification shall include a statement that the person concerned may make representations to the Executive within 21 days of the receipt by that person of the notification.*
- (2) *A person carrying on a pre-school service who has been notified of a proposal under paragraph (1) of this Regulation may, within 21 days of the receipt of the notification, make representations in writing to the Chief Executive Officer of the Health Service Executive and the Chief Executive Officer or his designated officer shall*
 - I. before deciding the matter, take into consideration any representations duly made to it under this paragraph in relation to the proposal, and*
 - II. notify the person in writing of the decision and of the reasons for it.*
- (3) *The person carrying on the pre-school service shall comply with the decision referenced to at paragraph (2) herein.*
- (4) *Without prejudice to the obligation to comply set out in paragraph (3) such person may apply in writing to the Chief Executive Officer of the Health Service Executive at any time after the decision in paragraph (2) is made, seeking amendment of the decision on the grounds that the circumstances which led to the decision have changed.*
- (5) *Upon receipt of such application, the Chief Executive Officer or his designated officer shall consider the representations made and decide on whether the maximum number fixed be amended.*
- (6) *The decision referred to in paragraph (5) and the reasons for it shall be notified to the person carrying on the pre-school service who shall comply with such decision.*

Inspected	Not Inspected	Not Applicable ✓
Compliance Information:	Not Applicable	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

INSPECTION OUTCOME REPORT

Information on Health, Welfare & Development of Child

Regulation 5 (Health, Welfare and Development of Child)

A person carrying on a pre-school service shall ensure that each child's learning development and well being is facilitated within the daily life of the service through the provision of the appropriate opportunities, experiences, activities, interaction, materials and equipment, having regard to the age and stage of development of the child and the child's cultural context.

Inspected ✓

Not Inspected

Not Applicable

Compliance Information:

Basic Needs of the Infants & Children

- The service had a policy on food and nutrition which promoted healthy eating. This was evidenced by the lunch that was provided by parents of the children. Children's lunches observed on the day were sandwiches, fruit, yogurts and drinks.
- Hand washing was performed regularly in the setting independently by the children with gentle reminders from the adults prior to lunch and returning from outside.
- Children sat at a picnic table outside for their lunch. The lunch time was unhurried and children were encouraged to be independent.
- There was a defined rest area in the playroom for the children to rest or opt out of activities if they so wished.
- Children were encouraged to do things for themselves and children were encouraged to be self caring around their toileting needs.
- The children enjoyed freedom of movement within the playroom.

Supporting Relationships around Children

- Adults were observed to pay positive attention to children who had conflicts with each other. Adults approached these situations in a calm manner and supported the children to solve the problem together. A child was observed on the day of inspection to seek an adults assistance to solve a problem.
- The service operated a key worker system which supported children to form and sustain relationships with the adults.
- Children and adults had their lunch together around a large picnic table in the outdoor play area, this promoted social interactions with peers and the adults at meal time.
- The service provided parents with the opportunity to formally and informally exchange information about their child's experiences in the service. Formally the feedback was in the form of learning stories which were shared by the adults with the parents and the parents comments or ideas were recorded. Informally feedback was given at drop off and pick up times.
- The adults reported that at the end of the year the service had a party and parents were invited to attend and the parents provided the food for the party.

Physical & Material Environment

- The indoor environment was one large playroom divided into interest areas that included a home and dress up area, a block area, a book area, jig-saw area, sand and water area and an art area.
- The materials were appropriate, diverse and challenging and supported all areas of development, materials included, crayons, selection of paper, glue scissors, aprons, kitchen with real and toy materials, dolls and prams, dress up items, doctors set, blocks and other construction toys and materials, cars, trucks, miniature animals, puzzles, books, water and sand, a blackboard among other items for play and exploration.
- All materials available to the children were accessible, organised and labelled which supported children to find and return materials.
- There were materials in the setting that promoted children's language development, including books and nursery rhyme books.
- The furniture provided in the service was low level and appropriate for the children attending.
- The outdoor play area was accessible through a door directly from the playroom. It was an open area with different levels. The outdoor play area was

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Information on Health, Welfare & Development of Child	
Regulation 5 (Health, Welfare and Development of Child)	
	<p>divided into areas of interest and included, a water table, slide, steps made from tyres, stepping stones, tunnel of willow, music board, blackboard, picnic table, sand pit with a cover for when not in use, a shed and ride on toys.</p> <ul style="list-style-type: none"> ▪ The surface in the outdoor play area included soft surface, grass and concrete paths. <p>Programme of Activities and its Implementation</p> <ul style="list-style-type: none"> ▪ There was a daily routine displayed in the playroom and was observed to have being followed on the day of inspection. ▪ The daily routine provided children with the appropriate amount of time to make choices and play with the materials. ▪ The children were engaged with their choices of activities and materials. ▪ The service implemented elements of the HighScope approach such as the daily routine and adult/child interaction strategies and the design and layout of the learning environment. ▪ The curriculum policy in the service included references to Aistear, The National Early Childhood Curriculum Framework, Siolta, The National Early Childhood Quality Framework and the HighScope Approach. ▪ The curriculum in the service was linked to the themes and learning goals of Aistear. ▪ There was evidence in the service of written observations on children's learning, interests and development. The observations included photos or learning stories of the children's activity or interest and the links to Aistear. ▪ The planning of the programme for the service was based on children's interests, elements of the daily routine and events and festivals.
Non-Compliance Information:	Not Applicable
Action Required:	Not Applicable
Recommendations:	Not Applicable

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Information on Health, Welfare & Development of Child		
Regulation 9 (Behaviour Management)		
<p>(1) A person carrying on a pre-school service shall ensure that no corporal punishment is inflicted on a pre-school child attending the service.</p> <p>(2) A person carrying on a pre-school service shall ensure that no practices that are disrespectful, degrading, exploitive, intimidating, emotionally or physically harmful or neglectful are carried out in respect of any child.</p> <p>(3) A person carrying on a pre-school service shall ensure that written policies and procedures are in place to deal with and to manage a child's challenging behaviour and to assist the child to manage his or her behaviour as appropriate to the age and stage of development of the child.</p>		
Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	<p>(1) It was documented in the policies of the service, that corporal punishment was not used to correct children's behaviour. A code of behaviour for the adults in the service was displayed in the playroom.</p> <p>(2) All interactions observed between the adults and children were positive. A child protection policy was in place in the setting and two adults had attended training on child protection awareness based on Children First National Guidance on the Protection and Welfare of Children (2011).</p> <p>(3) Comprehensive written policies and procedures on behaviour management were in place in the service. The behaviour management policy included strategies for managing a child's challenging behaviour and assisting the child to manage their own behaviour.</p>	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

INSPECTION OUTCOME REPORT

Information on Premises and Facilities

Regulation 18 (Premises and Facilities)

A person carrying on a pre-school service shall ensure that:

- (a) the premises are of sound and stable structure, are safe and secure and are suitable for the purposes of providing a pre-school service,
- (b) adequate space per child is provided in the premises
- (c) the premises, fixtures and fittings are kept in a proper state of repair and in a clean and hygienic condition and protected from infestation
- (d) suitable and secure storage facilities are provided for cleaning chemicals and unsafe, toxic, dangerous or hazardous materials, substances or equipment
- (e) adequate and suitable storage is provided for prams, pushchairs, carrycots, play and work equipment and personal belongings, and
- (f) the premises are adequately rodent-proofed in a manner which does not compromise the safety of the pre-school children or constructed in such a manner as to prevent the ingress of pests.

Inspected ✓

Not Inspected

Not Applicable

Compliance Information:

(a) The pre-school service was operating within a community building with a playroom dedicated for the purpose of providing a childcare service. The building appeared to be of sound and stable structure and was well maintained and in good condition throughout. The premises were conducive to meeting the needs of the children and the building was organised to ensure their safety with security doors on entrance. The flow of children and adults in the building was satisfactory with regard to having access to the toilets and outside play area.

(b) There was adequate space for the fifteen pre-school children who attended the service at the time of the inspection. The following table shows the capacity within the service:

Room	Size (sqm)	Age Range of Children	Space Per Child	Max. Number of Children
Playroom	50.2 m ²	2yrs 10mths – 6yrs	2 m ² (non ECCE)	20 (non ECCE)
			1.818 m ² (ECCE)	22 (where ECCE child is present)

(c) The premises, fixtures and fittings were maintained in a clean condition and adequate arrangements were in place to maintain hygiene. There were no holes or gaps in the external walls, under doors or around pipe work which provided the premises with protection from infestation.

(d) The storage of cleaning materials and unsafe, toxic, dangerous or hazardous materials and products were in a locked press in the sanitary accommodation and inaccessible to the pre-school children.

(e) There was sufficient shelving available in the playroom for the storage of play equipment. The adults working in the service had an area for the storage of their personal belongings in an office. Children's belongings were stored on a hook inside the door of the playroom.

(f) The building was maintained in a pest proof condition and a pest control policy was in place in the service. Inspections of the premises were carried by a pest control company and the last check was recorded on the 01/04/2014.

Non-Compliance Information:

Not Applicable

Action Required:

Not Applicable

Recommendations:

Not Applicable

INSPECTION OUTCOME REPORT

Information on Premises and Facilities

Regulation 19 (Heating)

A person carrying on a pre-school service shall ensure that:

- (a) the premises are adequately heated throughout with suitable means of heating from the time of occupancy of the premises to the end of the occupancy, having regard to the needs of the pre-school children attending service, and*
- (b) a heating system liable to emit into the premises offensive or harmful gases, fumes or odours is not permitted*

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	(a) On the day of inspection an air temperature of 21.5°C was recorded in the playroom which was within the recommended range of 18-22°C. The heating system was by means of storage heaters. (b) The heating system had been checked regularly in line with the manufacturer's instructions.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

Information on Premises and Facilities

Regulation 20 (Ventilation)

A person carrying on a pre-school service shall ensure that suitable and adequate means of ventilation is provided in the premises.

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	The playroom had openable windows and large double doors which provided a source of natural ventilation. The double doors were opened during the session. The sanitary accommodation and the lobbies between the sanitary accommodation and the playroom were provided with both natural and mechanical ventilation.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

Information on Premises and Facilities

Regulation 21 (Lighting)

A person carrying on a pre-school service shall ensure that suitable and adequate lighting is provided in the premises.

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	The playroom had good natural light from the windows and a glass wall in the service. This lighting was supplemented by safe and suitable artificial lighting.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

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Information on Premises and Facilities

Regulation 22 (Sanitary Accommodation)

A person carrying on a pre-school service shall ensure that adequate and suitable sanitary facilities are provided within the building.

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	There were suitable and accessible sanitary facilities in the service for the number of children attending on the day of inspection and they were close to the playroom. The facilities included two water closets and three wash hand basins for children's use. The adult sanitary facilities were in another part of the community building which was accessible from the pre-school service. There was a constant supply of thermostatically controlled hot and cold water, liquid soap and paper towels available for hand washing.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

Information on Premises and Facilities

Regulation 23 (Drainage and Sewage Disposal)

A person carrying on a pre-school service shall ensure that suitable and effective means of drainage and sewage disposal are provided to the premises.

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	The premises were serviced by public drainage and sewage systems. No problems were evident with the drainage system or sewage disposal. Toilets, wash hand basins and sinks were discharging properly at the time of inspection.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

Information on Premises and Facilities

Regulation 24 (Waste Storage and Disposal)

A person carrying on a pre-school service shall ensure that all waste and other refuse is stored hygienically and disposed of frequently and in such a manner as not to cause a nuisance.

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	Lidded waste bins were observed in the playroom. Waste was removed from the service on a daily basis and bins were maintained in good repair and clean condition.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

INSPECTION OUTCOME REPORT

Information on Premises and Facilities

Regulation 25 (Equipment and Materials)

A person carrying on a pre-school service shall ensure that:

- (a) there is sufficient furniture, play and work equipment and materials and that such furniture, equipment and materials, are suitable, non-toxic, in a proper state of repair and are maintained in a clean and hygienic condition, and*
- (b) there is an appropriate supply of clean bedding, towels and spare clothes for the pre-school children.*

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	(a) All furniture, equipment and materials were in a proper state of repair and were maintained in a clean and hygienic condition. There was a sufficient amount of materials and appropriate play, furniture and work equipment for the amount of children attending. Cleaning schedules were available to show regular cleaning and disinfection of play materials and equipment. (b) Parents were asked to provide spare clothes for their child/children.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

Information on Premises and Facilities

Regulation 28 (Facilities for Rest and Play)

A person carrying on a pre-school service shall ensure that:

- (a) adequate and suitable facilities for a pre-school child to rest during the day and night (if an overnight pre-school service is provided) are provided, and*
- (b) adequate and suitable facilities for a pre-school child to play indoors and outdoors during the day are provided, having regard to the number of pre-school children attending the service, their age and the amount of time they spend in the premises.*

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	(a) Adequate and suitable facilities for pre-school children to rest indoors during the day were provided. The playroom had a quiet area with a soft rug, cushions and low soft seating for children to engage in floor play or to rest if they wish to opt out of activities. (b) Adequate and suitable facilities for pre-school children to play indoors and outdoors during the day were provided. The indoor environment was laid out with materials and furniture that facilitated children's learning and independence and the outdoor area was securely fenced and laid out to allow for adequate supervision of children at all times. There was sufficient space for active play without the risk of collision.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

Information on Safety Measures

Regulation 6 (First Aid)

There shall be a suitably equipped first aid-box for children in the premises.

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	A suitably equipped first aid box was available and stored on the wall in the playroom inaccessible to the children. Two adults in the service had up to date occupational first aid certification.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

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Information on Safety Measures		
Regulation 7 (Medical Assistance)		
A person carrying on a pre-school service shall ensure that: (a) adequate arrangements are in place to summon medical assistance promptly in an emergency, and (b) a protocol is in place for the administration of medication.		
Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	(a) A list of emergency numbers were available in the playroom and the service had a working telephone. (b) The service had a policy and clear procedures were in place in relation to the administration of medication. The policy included the administration of prescribed and non prescribed medication.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

Information on Safety Measures		
Regulation 16 (Fire Safety Measures)		
(1) A person carrying on a pre-school service shall keep a record in writing of- (a) all fire drills which take place in the premises, and (b) the number, type and maintenance record of the fire fighting equipment and smoke alarms in the premises (2) The record referred to in paragraph (1) of this Regulation shall be open to inspection by: (a) a parent or guardian of a pre-school child attending or proposing to attend the service (b) every person working in the service, and (c) an authorised person (3) A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the premises		
Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	(1)(a) A record of fire drills was maintained in the service. The last fire drill recorded was the 25 th May 2014. (b) A record was available of the number and type of fire fighting equipment in the premises. The fire fighting equipment and smoke alarms were maintained in good working order. The fire equipment was last serviced in January 2014. (2)(a)(b)(c) The records were available for inspection by parents/guardians, staff and authorised person on the day of inspection. (3) A notice of the procedures to be followed in the event of a fire was clearly displayed on a door in the playroom.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

INSPECTION OUTCOME REPORT

Information on Safety Measures		
Regulation 27 (Safety Measures)		
<p>A person carrying on a pre-school service shall take all reasonable measures to safeguard the health, safety and welfare of a pre-school child attending the service and in particular shall ensure that:</p> <ul style="list-style-type: none"> (a) all heat emitting surfaces are protected by a fixed guard or are thermostatically controlled to ensure safe surface temperatures, (b) hot water provided for use by a pre-school child is thermostatically controlled to ensure a safe temperature (c) any garden or external play area is so fenced and doors and gates are so secured to prevent a pre-school child gaining unsupervised access to a roadway or other source of danger and to prevent unauthorised access to the garden or external play area (d) ponds, pits and other hazards in any garden or external play area are so fenced as to ensure the safety of a pre-school child attending the service (e) steps are taken to prevent the spread of infection, (f) and operational procedures for the safe conduct of outings are in place and a pre-school child is safely escorted on any outing. 		
Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	<p>(a) The heating system was thermostatically controlled and the heat emitting surfaces were a safe temperature to touch.</p> <p>(b) The hot water provided at the wash hand basins was thermostatically controlled to a safe temperature. The temperature of the hot water was recorded at 33.2°C which was within the recommended level for hygienic and safe hand washing at children's wash hand basins.</p> <p>(c) The outdoor play area was secure and fully enclosed with the provision of a wall, wooden fence and the building.</p> <p>(d) The outdoor play area was safe and free of hazards.</p> <p>(e) Regular hand washing took place with the use of liquid soap and paper hand towels. Hand washing instructions were displayed for adults and children.</p> <p>(f) There was a policy in the service on operational procedures for the safe conduct of outings.</p>	
Non-Compliance Information:	<p>General Safety</p> <p>1. The kitchen area of the service was unlocked and accessible to the pre-school children. This posed a risk to the children as cupboards were unlocked and drawers were accessible which held a variety of kitchen utensils and dangerous materials.</p> <p>2. The playroom was used for an afterschool service in the afternoon. There were no checks or risk assessments carried out to ensure that the room was safe and fit for purpose following use by the afterschool children. This posed a risk that dangerous objects/items could be left in the room following the afterschool session or prior to the pre-school children using this room the next day.</p>	
Action Required:	<p>General Safety</p> <p>1. The kitchen area including cupboards and drawers with kitchen utensils and other dangerous materials must be made inaccessible to the pre-school children at all times during the operation of the pre-school service.</p> <p>2. The playroom must be risk assessed after use by the afterschool children and prior to the pre-school children entering the room. This risk assessment must be documented to ensure that there is no equipment, materials or other items left in the room after older children have used it that would be unsuitable or hazardous for the pre-school children.</p>	
Recommendations:	Not Applicable	

INSPECTION OUTCOME REPORT

Information on Food and Drink

Regulation 26 (Food and Drink)

- (1) A person carrying on a pre-school service shall ensure that suitable, sufficient, nutritious and varied food is available for a pre-school child attending the service
- (2) Where food is consumed on the premises by a pre-school child, the person carrying on the pre-school service shall ensure that:
- (a) adequate and suitable facilities are provided for the storage, preparation, cooking and serving of food, and
 - (b) adequate and suitable eating utensils, hand washing, wash-up and sterilising facilities are provided
- (3) This Regulation is without prejudice to:
- (a) the provisions of the Health Act 1947 and regulations made pursuant to that Act
 - (b) the provisions of the Food Safety Authority of Ireland Act 1998 and
 - (c) any secondary legislation made pursuant to the European Communities Act 1972 relating to food safety.

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	<p>(1) The service had a policy on health and nutrition. The parents provided a packed lunch which their children brought to the service. The lunches demonstrated that healthy eating was being promoted. The lunches that children brought consisted of sandwiches, yogurts, fruit and drinks. Water to drink was available to the children at all times throughout the session and children were observed on the day of inspection pouring their own drink of water.</p> <p>(2)(a) There were adequate and suitable facilities available for the storage of food.</p> <p>(b) Adequate, suitable and age appropriate eating utensils were used by the children at snack and lunch times and there were adequate facilities for hand washing.</p> <p>(3) Not applicable</p>	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Additional Information:	Not Applicable	
Recommendations:	Not Applicable	

INSPECTION OUTCOME REPORT

Information on Records

Regulation 13 (Register of Pre-School Children)

- (1) Subject to paragraph (3) of this Regulation a person carrying on a pre-school service shall keep a register and shall enter in the register the following particulars in respect of each pre-school child attending the service:
- (a) the name and date of birth of the pre-school child
 - (b) the date on which the pre-school child first attended the service
 - (c) the date on which the pre-school child ceased to attend the service
 - (d) the name and address of a parent or guardian of the pre-school child and, a telephone number where that parent or guardian or a relative or friend of such child can be contacted during the hours of operation
 - (e) authorisation for the collection of the pre-school child
 - (f) details of any illness, disability, allergy or special need of a pre-school child, together with all notes relevant to the provision of special care or attention
 - (g) the name and telephone number of the pre-school child's general practitioner
 - (h) record of immunisations, if any, received by the pre-school child, and
 - (i) written parental consent for appropriate medical treatment in the event of an emergency
- (2) The register shall be open to inspection on the premises by:
- (a) a parent or guardian of the pre-school child attending the service but only in respect of information entered in the register concerning that child
 - (b) a person working in the pre-school service who is authorised in that behalf by the person carrying on the service, and
 - (c) an authorised person
- (3) A person carrying on a pre-school service in a drop-in centre or in a temporary drop-in centre shall enter in the register the particulars referred to in paragraph (1) of this Regulation, except for subparagraphs (b), (c), (g), (h) and (i)

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	<p>(1)(a) All children's names and date of birth were included in the register.</p> <p>(c) Not applicable</p> <p>(d) The parents name (s) and addresses were included as was a contact number during the opening times of the service.</p> <p>(f) There was a section of the registration form to include information on any illness, disability, allergy or special need of a pre-school child.</p> <p>(g) The name and telephone number of each child's general practitioner was recorded on the register.</p> <p>(i) All children had written parental consent for medical treatment in the event of an emergency.</p> <p>(2)(a) Parents or guardians have access to all information and written records relating to their own child.</p> <p>(b) Records were available to the authorised staff within the service.</p> <p>(c) Records were open and available to the Early Years Inspector.</p> <p>(3) Not applicable</p>	
Non-Compliance Information:	<p>(1)(b) The date on which the pre-school child first attended the service was not recorded for all the children on the register.</p> <p>(e) There were four registration forms that did not include authorisation for the collection of children.</p> <p>(h) There were six registration forms that did not include any information on immunisations.</p>	
Action Required:	<p>(1)(b) The date on which the pre-school child first attended the service must be recorded for all children on the register.</p> <p>(e) All children's records must include who is authorised to collect the child.</p> <p>(h) All children's records must include any information on children's immunisation and if a child has had no immunisations, this must be recorded.</p>	
Recommendations:	Not Applicable	

INSPECTION OUTCOME REPORT

Information on Records

Regulation 14 (Records)

- (1) A person carrying on a pre-school service shall keep a record in writing 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 person, including volunteers and students working in the service
 - (b) all information generated under Regulation 8(2)
 - (c) details of the maximum number of pre-school children catered for at any one time
 - (d) details of the type of service and age range group
 - (e) details of the staff/child ratios in the service
 - (f) the type of care or programme provided in the service
 - (g) the facilities available
 - (h) the opening hours and fees
 - (i) policies and procedures of the service
 - (j) details of attendance by a pre-school child on a daily basis
 - (k) details of staff rosters on a daily basis
 - (l) details of any medicine administered to a pre-school child attending the service with signed parental consent, and
 - (m) details of any accident, injury or incident involving a pre-school child attending the service
- (2) The record referred to in paragraph (1) and the documentation and records referred to in paragraph (5) of this Regulation shall be open to inspection on the premises by an authorised person.
- (3) Save for the information maintained in the record under Regulation 14(1)(b) the record referred to in paragraph (1) of this Regulation shall be open to inspection on the premises by a parent or guardian of a pre-school child attending the service but only in respect of information entered in the register concerning that child.
- (4) For the purposes of operating the pre-school service, the record referred to in paragraph (1), other than the information maintained under Regulation 14(1)(b), shall be open to inspection on the premises by a person working in the service who is authorised in that behalf by the person carrying on the service.
- (5) A person carrying on a pre-school service shall maintain all documents and records relating to references and Garda and Police vetting obtained under Regulation 8(2).

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	<p>(1)(a) The name, position, qualifications and experience of the staff were recorded.</p> <p>(b) All information generated under Regulation 8(2) was on file in the service.</p> <p>(c) Details of the maximum numbers were recorded in the service.</p> <p>(d) Details of the type of service and the age range were included in a parent information pack.</p> <p>(e) The details of the staff/child ratios in the service were available.</p> <p>(f) The type of care programme provided was documented.</p> <p>(g) Details of the facilities available were recorded.</p> <p>(h) The service had details of their opening hours and fees.</p> <p>(i) There were policies and procedures in the service.</p> <p>(j) Details of children attending the service were recorded daily in a roll book with the times in and out recorded.</p> <p>(k) Staff rosters were recorded daily.</p> <p>(l) Medicines administered to children attending the service and signed parental consent for the administration of medicine was recorded.</p> <p>(m) There was an accident and incident book available for inspection.</p> <p>(2) All information requested by the authorised person referred to in 14(1) was made available.</p> <p>(3) All information in 14(1) apart from 14(1)(b) was available to parents/guardians in respect of information concerning their child.</p> <p>(4) All information other than information maintained under Regulation 14(1)(b) was available to all adults working in the service.</p> <p>(5) All documents and records in relation to references, Garda vetting and Police vetting were maintained in the service.</p>	
Non-Compliance	Not Applicable	

INSPECTION OUTCOME REPORT

Information on Records

Regulation 14 (Records)

Information:	
Action Required:	Not Applicable
Recommendations:	Not Applicable

Information on Records

Regulation 15 (Information for Parents)

A person carrying on a pre-school service shall provide a parent or guardian of a pre-school child proposing to attend the service with the information referred to in Regulation 14(1) (a), (c), (d), (e), (f), (g), (h) and (i) of these Regulations.

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	The service had the information required to be available for a parents or guardians of a pre-school child proposing to attend the service which included: (1)(a) The name, position, qualifications and experience of the staff. (c) The maximum number of pre-school children that can be catered for at any one time. (d) Details of the type of service and the age range group. (e) The details of the staff/child ratios in the service. (f) The type of care programme provided. (g) Details of the facilities available. (h) Details of the opening hours and fees. (i) Details of the policies and procedures of the service.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

Information on Records

Regulation 17 (Copy of Act & Regulations)

A person carrying on a pre-school service shall keep a copy of Part VII of the Child Care Act 1991 and of these Regulations on the premises and the said copies shall be made available on demand for inspection by:

- (a) a parent or guardian of a pre-school child attending or proposing to attend the service*
- (b) every person working in the service, and*
- (c) an authorised person*

Inspected ✓	Not Inspected	Not Applicable
Compliance Information:	A copy of the Child Care (Pre-School Services) (No.2) Regulations, 2006 and the Child Care Act 1991, Part VII were available to staff, parents or guardians and authorised personnel.	
Non-Compliance Information:	Not Applicable	
Action Required:	Not Applicable	
Recommendations:	Not Applicable	

INSPECTION OUTCOME REPORT

Information on Records

Regulation 30 (Insurance)

A person carrying on a pre-school service shall ensure that the pre-school children attending the service are adequately insured against injury while attending the service.

Inspected ✓		Not Inspected	Not Applicable
Compliance Information:	The current insurance certificate was available and the service provider had adequate insurance cover for the pre-school children who attend the service.		
Non-Compliance Information:	Not Applicable		
Action Required:	Not Applicable		
Recommendations:	Not Applicable		

General Information

Regulation 29 (Furnishing of Information to the HSE)

A person carrying on a pre-school service shall furnish the Health Service Executive with such information as the Executive may reasonably require for the purpose of enforcing and executing these Regulations and the information shall be in such form (if any) as may be specified by the Executive.

Inspected ✓		Not Inspected	Not Applicable
Compliance Information:	The adult in charge of the service and a staff member furnished all the information that was requested and facilitated the Inspection.		
Non-Compliance Information:	Not Applicable		
Action Required:	Not Applicable		
Recommendations:	Not Applicable		