

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



**Tusla I.D:** TU2015CC232

**Name of Service** Little Oaks Preschool

**Address of Service:** Old Primary School, New Road, Kilworth, Cork, P61 EK44

**Email Address:** littleoakskilworth@gmail.com

**Name of Registered Provider:** Jenna Kenneally

<b>Type of Proposed Service:</b>	<b>Full Day Care</b>	<input type="checkbox"/>	<b>Part-Time</b>	<input type="checkbox"/>	<b>Sessional</b>	<input checked="" type="checkbox"/>
	<b>Drop-In</b>	<input type="checkbox"/>	<b>Childminding</b>	<input type="checkbox"/>	<b>Temporary</b>	<input type="checkbox"/>

<b>Proposed change:</b>	Change in number from 22 to 42 sessional children. The additional children to be accommodated in a second classroom within the repurposed national school.
<b>Proposed Number of Children:</b>	42 sessional children
<b>Recommended Change Following Inspection:</b>	41 sessional children (22 existing and 19 additional sessional children)
<b>Registered change:</b>	Addition of a session Change in number of children that can be accommodated from 22 to 41

**Date of Inspection:** 2 4 0 4 2 0 2 3

**Inspection undertaken by:** E. Friel

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:** 134 Bank Place,  
Mallow,  
Cork.

### Rationale for Inspection: Proposed Change of Circumstance

**Note: For Office use only, to be completed by Registration Office**

<b>Registration Status:</b>	Registered Sessional Service for 41 Children
<b>Date of Registration</b>	21 <sup>st</sup> June 2023

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### Authority to Inspect

The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(D) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).

<b>Description of Service</b>	Little Oaks Preschool is a private sessional service in operation since 2014. While registered to take children from 2 years to 6 years of age, children who currently attend are aged from 2 years 6 months to 6 years. The Early Childhood Care and Education (ECCE) Scheme is facilitated within the sessional hours of 9.20 am until 12.20, Monday to Friday for 38 weeks of the year.
<b>Premises</b>	The service operates from one of four classrooms located in the old national school in the rural village of Kilworth in North Cork. Upon entering the service there is a reception area, and off the main corridor there are adult and children’s sanitary facilities, kitchen, storage room and cloakroom. There is a large outdoor play area located at the rear of the service.
<b>Staffing</b>	There are currently four staff employed in the service including two AIMS support workers and the registered provider. It is proposed that an additional staff member will be employed to facilitate the proposed increase in numbers.
<b>Methodology</b>	<p>The inspection was an announced inspection to assess compliance with the Childcare Act 1991 (Early Years Services) Regulations 2016 and Childcare Act 1991 (Early Years Services) (Amendment) Regulations 2016. The Inspection focused on regulations under the following themes; Governance, Health, Welfare and Development of the child, Safety and Premises.</p> <p>The findings on inspection based on information obtained through examination of documentation, direct observation, and discussion with relevant staff are documented in the inspection report and taken into consideration when making a decision in relation to registering the change in circumstance. 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.</p>
<b>Acknowledgements</b>	The Inspector wishes to acknowledge the cooperation of the registered provider, deputy, staff and children who were present on the day of the inspection.

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### Part III - Management and Staff

#### Regulation 9 – Management and Recruitment

(1) A registered provider shall ensure that—

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

#### Requirement met:

The requirement has been met.

(1)

(a) The service has a designated person in charge, who is the registered provider, and a named person is available to deputise.

### 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.

#### Requirement met:

The requirement has been met.

(1) The registered provider will ensure that there are, at all times, an adequate number of adults working with the children who will be attending the pre-school service.

### 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—

(a) having regard to the number of pre-school children attending the service, their respective ages and the amount of time they spend on the premises, there are adequate and suitable facilities for each child to play indoors and, where required by these Regulations, outdoors, during the day, and

(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.

#### Requirement met:

(1) The requirement has been met.

(a) The proposed classroom was set out in clearly defined areas with equipment and resources, which are age and stage appropriate, that will be accessible to the children. Shelves are stocked with play equipment and materials that are adequate

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	<p>and suitable. Additional toys, equipment and resources are available in the storeroom.</p> <p>There is a large outdoor play area which has both cement and grass surfaces. A variety of physical equipment was available including swings, slide, climbing platform and various cars, tractors and scooters. A planting area was in use and two covered shelters were available which provided opportunities for sensory play with sand and water materials.</p> <p>(b) A rest/quiet area was available in the large book area where the proposed children would be able to relax on mats with cushions or sit on the chairs located nearby.</p>
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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.*

<b>Requirement met:</b>	<p>The registered provider proposes to serve snacks supplied by parents/guardians.</p> <ul style="list-style-type: none"> <li>• The registered provider proposes to provide alternative foods should the children require it.</li> <li>• A fridge was available in the proposed classroom for storing perishable food safely.</li> <li>• Children attending the service will have access to drinking water throughout the day provided by the service.</li> </ul>
<b>Requirement not met:</b>	(1) The health eating policy was viewed prior to inspection and did not cover all of the core elements required.
<b>Response from Provider:</b>	(1) The healthy eating policy has been reviewed and the core elements included. A copy of the healthy eating policy was received in the office of the inspectorate and was found to contain the missing core requirements.
<b>Summary Comment:</b>	The requirement for this Regulation has been met.

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### Part VI – Safety

#### Regulation 23 - *Safeguarding health, safety and welfare of child*

*A registered provider shall ensure that all reasonable measures are taken to safeguard the health, safety and welfare of a pre-school child attending the service and that the environment of the service is safe.*

<b>Requirement met:</b>	<ul style="list-style-type: none"> <li>• Windows were above adult height, out of reach of the children.</li> <li>• All blind cords were located beyond reach of the children.</li> <li>• Toys and equipment were maintained in good condition.</li> <li>• All flexes and cables were fixed, where required, to the walls.</li> <li>• The storage facilities were fitted with sliding bolts, out of reach of the children.</li> <li>• Medication was stored on a high shelf in the kitchen, inaccessible by the children.</li> <li>• Mops and buckets were stored in the kitchen, out of reach of the children.</li> <li>• Heavy equipment and furniture were secured to prevent accidents occurring.</li> <li>• An outdoor locked storage room was available for storing the outdoor equipment.</li> <li>• The kitchen area was closed and inaccessible to the children.</li> </ul>
<b>Requirement not met:</b>	(1) Pedal operated bins were unavailable in the sanitary areas and proposed classroom for the hygienic disposal of paper towels or waste.
<b>Response from Provider:</b>	(1) The registered provider stated that bins have been ordered. A receipt for two bins was received in the office of the inspectorate.
<b>Summary Comment:</b>	The requirement for this Regulation has been met.

### 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.*

<b>Requirement met:</b>	<p>The requirement has been met.</p> <p>(1) The registered provider has ensured that a staff member will be available who is</p>
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certified in First Aid Responder (FAR) training. A certificate with an expiry date of 23 August 2023 was furnished to the inspector as evidence.

(2)

(a) (b) The first aid equipment was available at all times and stored in the kitchen within reach of the adults.

### 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.

#### Requirement met:

The requirement has been met.

(1)

(a) Written records were available of regular monthly fire drills. The last recorded date was 20/03/2023.

(b) Written records were available of the number, type and maintenance of firefighting equipment and smoke alarms. The firefighting maintenance certificate was recorded as 18 October 2022 and the smoke alarm certificate was recorded as 22 December 2022.

(4) Notice of the procedures to be followed in the event of a fire were located beside the exit doors in the service.

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### Part VI – Safety

#### Regulation 28 – Insurance

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

#### Requirement met:

The requirement has been met.

An insurance quotation was submitted to the Registration Team prior to this inspection.

The Registered Provider must ensure that adequate insurance is in place prior to the commencement of the change. The change approval is contingent on the registered providers compliance with Regulation 28.

### Part VII – Premises and Space Requirements

#### Regulation 29 – Premises

*A registered provider shall ensure that the premises of the service are—*

- (a) of sound and stable structure,*
- (b) safe and secure,*
- (c) kept adequately lit, heated and ventilated,*
- (d) cleaned, maintained and repaired, as required, and*
- (e) equipped with adequate and suitable sanitary facilities.*

#### Requirement met:

(a) The registered provider confirmed that they were not aware of any concerns with regard to the structural soundness of the building.

(b) The entrance to the service was from a door located at the side of the building which was secured on arrival, preventing unauthorised access by adults or the exiting of an unsupervised pre-school child.

(c) The lighting for the care room was gained artificially from four hanging lights and naturally from three high windows to the front and three high narrow windows to the rear. The two sanitary areas were lit artificially from covered ceiling lights and naturally from a window in each toilet cubicle.

Heating was conducted through radiators from the school oil heating system. The classroom temperature on assessment was 19.4°C allowing for the proposed children to be comfortable when sitting and playing in the classroom. Natural ventilation was available from the three high narrow windows in the classroom and from each individual window in each toilet cubicle.

(d) The proposed classroom had been recently painted and was in a good state of

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	<p>repair. Cleaning schedules were available to evidence that the service is cleaned daily by staff. The registered provider stated that rodent proofing is carried out regularly.</p> <p>(e) There are two sanitary areas available:- both areas are located opposite the proposed classroom and have three individual toilets and cubicles, one area has a changing unit available in the event a child may require a change of nappy. There are two wash hand basins available in each sanitary area equipped with sensor paper towel dispensers and dispensing soap. Two of the four wash hand basins have a hot water supply and the hot water was recorded at 40°C.</p>
<p><b>Requirement not met:</b></p>	<p>(b)</p> <p>(1) The perimeter of the back of the outdoor play area is currently secured by a low-level wall at child level. The wall borders a car dismantler yard where there are disused cars with partially smashed windscreens, representing a safety hazard should the children gain access to the yard and come into contact with the glass.</p> <p>(2) The radiator temperature in the proposed classroom measured in excess of 50°C, posing a risk of burning from the heat from the radiator.</p> <p>(3) There were a number of tiles missing on the indoor floor at the exit door located at the rear of the service, posing a tripping hazard.</p> <p>(4) The glass in the upper and lower panes of the exit door, located at the rear of the service, were cracked in various places, posing a safety hazard from potential shards of broken glass coming loose.</p> <p>(5) There was a broken light fitting in the proposed classroom.</p> <p>(6) The rear fire exit door was fitted with a key lock, impeding the quick evacuation of children and staff should the key be mislaid.</p> <p>(c)</p> <p>(7) Black mould was observed on the ceilings of the corridors and bathrooms, posing a health hazard from lack of ventilation.</p> <p>(8) There was no heating source available in the two children's sanitary areas, room temperatures for children should be between 18°C and 22°C.</p> <p>(e)</p>

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	<p>(9) While there are six children's toilets and four wash hand basins available only two wash hand basins are in use and have hot water. The two additional wash hand basins do not have a supply of hot water, one of which is required for the proposed increase in the number of children, potentially impeding the effective hand washing of the proposed children.</p> <p>(10) There was no changing mat available for the proposed children who may require nappy changing, in the children's sanitary area.</p>
<p><b>Response from Provider:</b></p>	<p>(b)</p> <p>(1) New fencing has been erected at the rear. Photographs of the new fencing was received in the office of the inspectorate.</p> <p>(2) The outside boiler temperature has been reduced to 40°C. A photograph of the temperature gauge on the boiler was submitted to the office of the inspectorate at 40°C.</p> <p>(3) The floor has been levelled and the tiles have been replaced. A photograph of the repaired area was received in the office of the inspectorate.</p> <p>(4) The glazier has measured the glass required and will fit on Friday 9 June. A copy of an email from the glazier was received confirming the fitting of the glass on Friday 9 June 2023. A photograph of the newly fitted glass was received on 14 June 2023.</p> <p>(5) New lampshades have been purchased for the care room. Photographs of the newly fitted lampshades were received in the office of the inspectorate.</p> <p>(6) A locksmith has been contacted and the two fire doors will have thumb twist cylinders fitted. A photograph of the newly fitted thumb twist locks was received on the 14 June 2023.</p> <p>(c)</p> <p>(7) The ceilings in the bathrooms and the corridor have been painted. Photographs of the painted ceilings were received in the office of the inspectorate.</p> <p>(8) Two heaters have been purchased for the children's sanitary areas and the electrician will commence work week beginning 29/05/2023. Photographs of the newly fitted heaters were received in the office of the inspectorate.</p> <p>(e)</p>

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	<p>(9) The plumber was able to connect the hot water from the wash hand basins on the opposite wall to the wash hand basins in the area. Photographs of the piping connecting with the adjacent wall were received in the office of the inspectorate.</p> <p>(10) A changing mat is now available. A photograph of the changing mat was received in the office of the inspectorate.</p>
<b>Summary Comment:</b>	The statements, documentation and photographs submitted by the registered provider have addressed the non-compliances under this Regulation.

### Part VII – Premises and Space Requirements

#### Regulation 30 – Minimum Space Requirements

- (1) *Subject to paragraphs (2) to (6), a registered provider shall ensure that adequate clear floor space is available in the premises for the work, play and movement of children attending the pre-school service.*
- (2) *A registered provider of a full day care service or a part-time day care service shall ensure that the minimum amount of clear floor space specified in column (3) of Schedule 7 opposite a particular reference number specified in column (1) of that Schedule in respect of the age range of children specified in column (2) thereof at that reference number is available for each child in that age range attending the service.*
- (3) *A registered provider of a sessional pre-school service or a pre-school service in a drop-in centre shall ensure that a minimum of 1.818 square metres of clear floor space is available for each child attending the service.*

<b>Requirement met:</b>	<p>(1) There is adequate clear floor space available for the work play and movement of 19 sessional children in the proposed classroom.</p> <p>(2) The proposed additional classroom measured 35.38 m<sup>2</sup>.</p> <p>(3) The proposed new classroom had adequate floor space to accommodate 19 children on a sessional basis.</p>
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