

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



**Tusla I.D:** TU2015CW006

**Name of Service** Ballon-Rathoe Community Childcare Facility Limited.

**Address of Service:** Ballon, Rathoe, Carlow. R93 A9D0.

**Email Address:** ballonrathoechildcare@hotmail.com

**Name of Registered Provider:** Michael O'Toole

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

**Proposed change:** Two new classrooms in new additional cabin replacing old, prefabricated classroom.  
Increase in numbers from 100 to 109.

**Proposed Number of Children:** 109

**Recommended Change Following Inspection:** 109 as per current CIC application

**Registered change:** Change in number of children that can be accommodated from 100 to 109

<b>Date(s) of Inspection:</b>	2	9	1	1	2	0	2	3
	2	2	1	2	2	0	2	3

**Inspection undertaken by:** N. Thornton

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:** Tusla Child & Family Agency, Athy Road, Carlow.

**Rationale for Inspection:**  
Proposed Change of Circumstance

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

<b>Registration Status:</b>	Registered Full Day Care Service for 109 Children
<b>Date of Registration</b>	27 <sup>th</sup> December 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).

<p><b>Description of Service</b></p>	<p>Ballon-Rathoe Community Childcare Facility Ltd. is a community full day care service located in the village of Ballon in north county Carlow. The service is a non-profit community service governed by a voluntary board of management, comprised of local parents and professionals from the community.</p> <p>The service provides full day care, part-time and sessional early childhood care and education (ECCE) childcare services, operating from 08:00 to 18:00 hours Monday to Friday, for 50 weeks of the year.</p> <p>The maximum number of preschool children that the service is currently registered to accommodate is 100.</p> <p>The service also operates a school aged service.</p>
<p><b>Premises</b></p>	<p>The childcare building is a purpose-built childcare premises comprised of six early years classrooms. A seventh prefabricated classroom adjacent to the main building has been replaced with a prefabricated wooden cabin as part of this change in circumstances application. The wooden cabin has two new classrooms, playschool 1 and playschool 2.</p> <p>There is a designated kitchen and dining area in the main building, a large soft play surfaced area to the front of the building with six divided play areas located at the back of the building. The service has two designated sleep rooms with a third sleep room proposed in one of the new classrooms in the wooden cabin.</p>
<p><b>Staffing</b></p>	<p>There are 22 staff members employed in the service which includes the designated person in charge who does not work directly with the children and two chefs. The registered provider does not work directly with the children.</p>
<p><b>Methodology</b></p>	<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.</p> <p>The inspection focused on regulations under the following themes; Governance, Health, Welfare and Development of the child, Safety and Premises.</p>

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	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 deciding 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.
<b>Acknowledgements</b>	The Inspector wishes to acknowledge the cooperation of the registered provider, person in charge, staff and children who were present on the day of the inspection.

Part III - Management and Staff	
Regulation 9 – Management and Recruitment	
<i>(1) A registered provider shall ensure that—</i> <i>(a) the service has a designated person in charge and a named person who is able to deputise as required.</i>	
<b>Requirement met:</b>	(1)(a) There is a designated person in charge and a named deputy designated person in charge who can deputise as and when required. The designated person in charge was onsite for the inspection and facilitated the inspection.

Part III - Management and Staff	
Regulation 11 -Staffing Levels	
<i>(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.</i>	
<b>Requirement met:</b>	(1) The registered provider proposes that there will always be an adequate number of staff working directly with the children in the two new classrooms. The designated person in charge states that there will be a least two qualified staff members working in each of the two classrooms and more if required to ensure adult to child ratios.

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.
- (2) A registered provider—
- (b) of a full day care service, a part-time day care service, a sessional preschool service or a childminding service that moves premises on or after 30 June 2016, shall ensure that a suitable, safe and secure outdoor space to which the preschool children attending the service have access on a daily basis is provided on the premises.

**Requirement met:**

(1)(a) Each of the two new classrooms in the wooden cabin building were clean and carefully planned with newly purchased child sized seating and desks. New child sized furniture had been purchased to create interest areas in both classrooms. These included kitchen /home areas, construction areas, rest and reading areas, dress up areas and several low-level shelves for children to easily access games, manipulative and connective games, treasure baskets of small world figurines, farm animals, jungle animals and building resources.

It is proposed that the children in attendance in the cabin classrooms will use the soft surface outdoor play area, located just across a pathway in front of the main childcare building.

(b) Each classroom has a designated soft rest area and there is an adjacent room off Playschool room 2 which is proposed to be used as a sleep room or sensory / sleep room dependant on the needs of the children attending playschool room 2.

(2) The outdoor play area that is proposed for the children attending the new classrooms, to use, is secured with a high ten-foot iron fence and can only be accessed through an iron gate with a keypad system. The surface is a soft play surface and the area contains an outdoor kitchen, sand pit and ride on toys.

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<b>Requirement not met:</b>	The proposed sleep room had not been prepared according to its intended purpose for assessment by the inspector. The room was being used to store equipment.
<b>Response from Provider:</b>	On follow-up inspection on 22 December, the registered provider demonstrated that the proposed adjacent room would be used as a sensory/ rest room, as well as providing a quiet area for the children to sleep on stackable beds as required.
<b>Summary Comment:</b>	The requirement is met.

### 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>	This requirement is met. A three week menu plan is already in existence in the service with the main hot meal of the day cooked onsite in the designated kitchen. Children transition to the adjacent dining room for their meals. Drinking water is readily available in each of the existing classrooms. A refrigerator is available in the new wooden cabin for the storage of any perishable items that children may bring into the service for snack times. This is reflected and in line with the service's healthy eating policy.
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## Inspection Due to a Proposed Change of Circumstances

### 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>	<p><b>General Safety</b></p> <p>The wooden cabin can only be accessed via a keypad system at the entrance gate and at the main entrance door. Visibility through the large windows in the two classrooms allows the staff members and children to see who is at the entrance.</p>
<b>Requirement not met:</b>	<p><b>General Safety</b></p> <p>1. The inspector observed that both the fridge and microwave on the work top and shelf in playschool 1 were not secured and could potentially be pulled off their bases.</p> <p><b>Infection Control</b></p> <p>1. There were no toilet seat covers available in any of the toilet facilities. Toilet seat covers are required to minimise bacteria and potential cross infection becoming airborne during flushing of the toilet.</p> <p>2. Liquid hand soap and paper towelling dispensers were not available in all of the toilet facilities.</p>
<b>Response from Provider:</b>	<p>On follow up inspection on the 22 December the registered provider demonstrated that the following requirements had been met.</p> <p><b>General Safety</b></p> <p>1. The refrigerator and microwave on the worktop in playschool 1 were secured.</p> <p><b>Infection Control</b></p> <p>1. Toilet seat covers had been sourced and were in position.</p> <p>2. Liquid hand soap and paper towelling were available in all toilet facilities.</p>
<b>Summary Comment:</b>	<p>The requirements are met.</p>

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## Inspection Due to a Proposed Change of Circumstances

### 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.

#### Requirement met:

The requirement is met.

(1) There were three staff members currently trained in First Aid Responder (FAR) training. This was reflected on the staff roster to ensure that a staff member with FAR training was always on the premises and one staff member with FAR training was always rostered to work in the new wooden cabin while the children were in attendance.

(2)(a) A first aid box was available in each of the two new proposed classrooms and were stored in an obvious position on a high shelf.

(b) The first aid boxes were always available and could be easily accessed by staff members if needed by the children.

### 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.
- (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:

(1)(a) The designated person in charge demonstrated that a record will be kept in writing of monthly fire drills that are proposed to be carried out from the new wooden cabin.

A record was available of the fire drills that had been carried out monthly from the main building of the service. The last fire drill was recorded as having taken place in October 2023.

(b)The firefighting equipment and fire alarm system for the new cabin had been installed within the last month and a record of the installation certificates were displayed. The fire compliance certificate had been submitted to the registration office.

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<b>Requirement not met:</b>	(4)A notice of the procedure to follow in the event of a fire and the details of the location of the fire assembly point was not displayed.
<b>Response from Provider:</b>	(4)A notice of the procedure to follow in the event of a fire was clearly displayed just inside the entrance door and in both classrooms. A fire assembly point was clearly identified in the outside area.
<b>Summary Comment:</b>	The requirement is met.

### Part VI – Safety

#### Regulation 28 – Insurance

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

<b>Requirement met:</b>	An insurance certificate was available documenting adequate insurance for 120 preschool children and detailing that it was for a full day care service.
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### 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.*

<b>Requirement met:</b>	(a)The registered provider and designated person in charge assured the inspector that the proposed new wooden cabin was of sound and stable structure.  (d)The proposed new classrooms were observed to be clean.
<b>Requirement not met:</b>	(b)The inspector was concerned on inspection, that a child could potentially exit the cabin unsupervised as the prominent green push button on the inside of the main entrance, was within easy reach of a child. This was also the potential risk observed with another exit push button located at the exit gate.  (c)While the inspector was informed that there was an air conditioning system installed in the service that could provide warm and cool air, the main heating system which was oil fuelled was not operational on the day of inspection.

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	<p>(e) While it is acknowledged that there were adequate toilet facilities for the maximum number of 44 preschool children in the new wooden cabin (22 + 22), the inspector observed that the wooden doors and their frames, in the new classrooms, and in the children’s toilet facilities had not been adequately varnished in order to provide an appropriate wipeable surface for cleaning. This posed a potential risk of infection.</p>
<p><b>Response from Provider:</b></p>	<p>On follow up inspection on the 22 December the registered provider demonstrated to the inspector that the requirements had been met.</p> <p>(b)Both exit push buttons had been safely raised out of the reach of children.</p> <p>(c)The oil fuelled heating system was in operation with the room temperature of each classroom recorded at 20 °C.</p> <p>(d)The doors and door frames had been varnished to ensure that they could be easily wiped clean, as part of infection control measures.</p>
<p><b>Summary Comment:</b></p>	<p>The requirements are met.</p>

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### 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.

Requirement met:	Room Name & Location	Age Group	Clear Space Available (Square Metres/sqm)	Max. No. of preschool children sessional	Max. No. of preschool children FDC/PT
	<u>Main Building</u> Baby Room (ground floor)	0 to 1 year	31.5 sqm	9	9
	Wobbler Room (ground floor)	1 to 2 years	38 sqm	13	13
	Toddler Room (ground floor)	2 to 2 years 8 months	39 sqm	16	16
	Preschool 1 (first floor)	3 to 6 years	47.5sqm	22	20
	Preschool Room 2 (first floor)	3 to 6 years	30 sqm	16	13
	<u>New Wooden Cabin</u>				
	Playschool 1	3 to 4 years	46 sqm	22	20
	Playschool 2, *Sensory/Rest area	2 to 3 years	40 sqm 10.5sqm	22	17 4
	Max. no. of Preschool Children			120 during sessional hours.	112 outside of sessional hours.

There is adequate clear space available in the service for the work, play and movement of the proposed number of children to attend the service.