

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D: TU2015DL016

Name of Service Buncrana Community Playgroup

Address of Service: Shore Road, Shore Front, Buncrana, Donegal

Email Address: bernadettefriel28@gmail.com

Name of Registered Provider: Karen Doherty

Type of Proposed Service:	Full Day Care		Part-Time	✓	Sessional	
	Drop-In		Childminding		Temporary	

Proposed change:	Sessional to Part time
Proposed Number of Children:	22 (no change)
Recommended Change Following Inspection:	It is recommended to approve the proposed change.
Registered change:	Part-Time Service from 09:00 – 14:00

Date of Inspection: 2 9 0 7 2 0 2 4

Inspection undertaken by: L Mc Glynn
Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Donegal Early Years Inspectorate, St. Conal’s Campus, Letterkenny, Co. Donegal. F95 XK94

Rationale for Inspection: Proposed Change of Circumstance

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

Registration Status:	Registered Part-Time Service for 22 children
Date of Registration	2 nd August 2024

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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).

Description of Service	This is a community run preschool service located on the shore front in the heart of the town of Buncrana, Co. Donegal. The service currently provides sessional preschool care for children aged 2 to 6 years and operates from 9.30am to 12.30pm, each weekday during the preschool year. The service is proposing to provide part time care from 9.00am to 2.00pm.
Premises	The service operates from a single story, detached converted building with one preschool room. Sanitary accommodation for both staff and children is available adjacent to the preschool room. A secure outdoor play area runs along the left-hand side of the building.
Staffing	The registered provider does not work in the service, there is a named person in charge and a second person appointed as a deputy in their absence. There are three staff members who work directly with the children, all of which hold the required Quality and Qualifications Ireland (QQI) minimum Level 5 in Early Childhood Care and Education or equivalent.
Methodology	<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</p>

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	administrative and legal processes. The contents of the report are compiled by the inspectorate body.
Acknowledgements	The Inspector wishes to acknowledge the cooperation of the person in charge and staff 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.

Requirement met:

The requirement has been met.

(1) (a) There is a designated person in charge of the daily operation of the service. A second adult working with children attending the pre-school service has been designated as the named person to deputise in the event of their absence.

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 requirements of this regulation have been met.

(1) The service proposes to accommodate a maximum of 22 children ranging in age from 2 to 6 years with three staff members employed. The person in charge confirmed their knowledge of the required adult child ratios and their adherence to same dependant on the numbers of children enrolled to attend each day.

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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:

This requirement has been met.

(1) (a)

The service operates from one indoor playroom laid out in a manner that creates a number of interest areas for children. Interest areas include an art area with low level drawers containing a range of materials to support children's mark making and creative expression such as crayons, pencils and junk art resources. A painting easel is also available in another area of the room. Child height open shelving contained a range of jigsaws and puzzles with large boxes containing plastic blocks, connectors, bricks, small animals and farm play items. A section of the room was designated for use as a home/kitchen area. Open shelving adjacent to this area housed both construction materials and a garage with transport toys. The play items in this section also included both plastic and natural real-world items. Other interest areas and resources within the room included a doll and baby care area, musical instruments, manipulative play materials, imaginary play, dress up items and library/book area. Low level tables and chairs are available within the room to both support children's play and provide appropriate seating for snack times.

(1)(b)

An alcove area within the playroom is a designated space for children to rest or relax during the day. Seating in this area consists of a wooden couch style unit with a soft

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	<p>padded blanket for comfort and three padded floor mats for children to sleep on if required.</p> <p>(2) (a) (b)</p> <p>The service has one fully enclosed outdoor area adjacent to the building which is directly accessible from the preschool room. A light permeable shelter covers a section at the entry point from the room which facilitates access to the outdoors in all weathers. Play resources in the outdoor area included a mud kitchen, wooden troughs for digging and planting and wall mounted musical instruments. A storage shed adjacent to the building houses a range of toys for use outdoors including ride on toys, nets for ball play and resources for team games.</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.

Requirement met:	<p>This requirement has been met.</p> <p>It is proposed that children will bring their lunch and snack from home and the service will provide an additional small snack each day. There is a healthy eating policy in place for parents detailing the types of nutritious snacks to send in with children. There is also a list of prohibited food items such as high sugar foods and those which present a choking hazard. Water is available in the service and children will also bring their own individual drinking bottles.</p>
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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.

Requirement met:

This requirement has been met.

The following safety provisions were noted to be in place on the day of inspection:

- The main entrance into the premises can be safely secured preventing children exiting unsupervised or persons gaining unauthorised entry.
- The perimeter of the outdoor area was secured with fencing which incorporated gates with closing mechanisms.
- The emergency evacuation route from the pre-school rooms was easily identifiable by emergency exit signage. All designated emergency exits were observed to be clear and unobstructed.
- There were adequate provisions in place for the safe storage of cleaning equipment and materials in areas inaccessible to children.
- All toys and play resources available on the day of inspection were noted to be clean, in good repair and appropriate for the age range of children proposed to attend the service.
- Foot pedal operated bins were available in the pre-school rooms and sanitary facilities. The service’s central waste storage facilities were out of reach of children in an outside area that was inaccessible to the children from their outdoor play area.
- Thermostatically controlled warm water, liquid soap and single use paper towels were available at the wash hand basins in the service’s sanitary accommodation and in the preschool room.
- Templates for recording daily cleaning activities were available and displayed in the premises to help ensure that regular cleaning was carried out and documented.

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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 has been met.

(1) Certification of appropriate training in first aid for children was available for two staff members with an expiry date in October 2025.

(2)(a)(b) A suitably equipped first aid box was purchased on the day of the inspection with evidence of same provided to the inspector.

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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:

This requirement has been met.

(1)(a) There was a mechanism in place for recording fire drills.

(b) A record of the number, type and maintenance record of the firefighting equipment and smoke alarm system was maintained. The most recent maintenance record for firefighting equipment was dated in July 2024 and for smoke alarms was dated in May 2024.

(4) The person in charge confirmed the exit route and procedures to be followed. A notice of which is displayed at the exit point of the room.

Part VI – Safety

Regulation 28 – Insurance

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

Requirement 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.

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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.

Requirement met:

The requirement has been met.

- (a) On visual inspection of the premises, the building was found to be of sound and stable structure and there were no obvious defects. The person in charge confirmed that they had no concerns about the structure or stability of the building.
- (b) The premises and outdoor play areas were secured with lock mechanisms on both the outside and inside of each gate. Emergency exit doors were clear, free from obstruction could not be opened from the outside.
- (c) Natural lighting was facilitated by way of glass panelled windows supplemented with fluorescent ceiling light fittings with protective covers. Heating was provided via radiators fuelled by oil fired central heating which had been serviced in June 2024. The surface temperature of each radiator was found to be below the maximum safe level of 50°C. The air temperature in the care room and sanitary accommodation the day of inspection registered within the recommended 18 -22°C range. Ventilation was provided in the care room by way of openable windows and mechanical ventilation in the sanitary accommodation.
- (d) The premises presented as clean and subject to routine maintenance work as required.
- (e) The sanitary facilities in the service were adequately equipped with wash hand basins and toilets for the number of adults and children that will be in attendance. There were two toilets, two wash hand basins and one nappy changing bench available for children’s use.

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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.*
- (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.*

Requirement met:

The requirements for this regulation have been met.

- (1) Adequate clear floor space was provided in the care room for the work, play and movement of the 22 children that it is proposed to accommodate on a part time basis.
- (2) There was 55.71m² of clear floor space to cater for the proposed number of 22 children.