

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

**Tusla I.D:** TU2015DL118

**Name of Service** Raphoe Community Playgroup Co. Ltd

**Address of Service:** Castle Road, Raphoe, Donegal, F93 DY84

**Email Address:** RCP.MANAGER16@GMAIL.COM

**Name of Registered Provider:** Sarah Bradley

<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>	Reduction in number of children that can be accommodated from 36 to 14.
<b>Proposed Number of Children:</b>	14 children
<b>Recommended Change Following Inspection:</b>	Change in Number of Children that can be accommodated from 36 to 14 children
<b>Registered change:</b>	Change in Number of Children that can be accommodated from 36 to 14 children

<b>Date of Inspection:</b>	0	1	0	8	2	0	2	4
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**Inspection undertaken by:** L Mc Glynn

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:** Donegal Early Years Inspectorate,  
St. Conal's Campus,  
Letterkenny,

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Co. Donegal.  
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### Rationale for Inspection:

Proposed Change of Circumstance

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

<b>Registration Status:</b>	<b>Registered Sessional Service for 14 Children</b>
<b>Date of Registration</b>	<b>19<sup>th</sup> August 2024</b>

### 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>	Raphoe community playgroup is a community based not for profit service located within the rural town of Raphoe in central Donegal. The service is currently registered to provide a preschool service for children aged 2-6 years from 9.15am-12.15pm each weekday. The service is moving part of their service to another location resulting in a reduction in the number of children that will be provided for in this location.
<b>Premises</b>	The service operates from a standalone portacabin which consists of one playroom with sanitary accommodation for children's use. Adult sanitary facilities are available in a separate building to the rear of the building. A small enclosed outdoor play area is directly accessible from the playroom with a separate larger playground and a sensory garden adjacent.
<b>Staffing</b>	It is proposed that there will be three staff members employed to work in the service. The registered provider will not be on the premises on a daily basis. There is a named person in charge and a named deputy in their absence.

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

### 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:**

(1)(a) The requirement has been met.

There is a named adult in charge of operating the service and a second named adult to deputise if required.

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### Part III - Management and Staff

#### Regulation 11 -Staffing Levels

*(1) Subject to this Regulation, a registered provider shall ensure that there is at all times an adequate number of adults working directly with the children attending the pre-school service.*

#### Requirement met:

This requirement has been met.

- (1) The service is registered to cater for a maximum of 14 children aged two to six years at any one time. Three staff members are employed to be present during service operation.

### 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) Adequate and suitable indoor play facilities are in place for the age range of children to be catered for. The playroom is currently laid out with a number of defined interest areas. Play resources included arts and crafts materials, role and pretend play

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	<p>messy play, construction materials, manipulative toys, small wood toys, combined library and rest areas, problem solving toys, and a mark making area.</p> <p>(b) Adequate and suitable rest facilities, appropriate to the ages of the children and length of time in the service are in place. A corner area of the playroom is set out with low level chairs, cushions and cuddly toys for children to play quietly or relax.</p> <p>(2) (b) An enclosed outdoor play area was directly accessible from the playroom with a separate larger playground and a sensory garden adjacent.</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:

This requirement has been met.

It is proposed that the service will provide a morning snack for children which will be made in the services other location and delivered to the premises prior to children's arrival. A refrigerator has been ordered for the storage of dairy products and other perishable food items. Children bring their drinking bottle from home and potable water is available in the service.

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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 and was 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.
- 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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## 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 has been met.

- (1) Certification of appropriate training in first aid for children was available for two staff members with an expiry date in November 2024.
- (2)(a)(b) A first aid box was available on the day of the inspection with confirmation of additional supplies on order provided to the inspector.

### 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:

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 March 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 in the room.

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### 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 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.*

<b>Requirement met:</b>	The requirement has been met.  (a) On visual inspection of the portacabin, the structure 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 structure.  (b) The premises and outdoor play areas were secured with lock mechanisms on the gates.  (c) Natural lighting was facilitated by way of glass panelled windows supplemented with fluorescent ceiling light fittings. Heating was provided via radiators fuelled by oil fired central heating which had been serviced. Staff confirmed that the care room and sanitary accommodation would be maintained within the recommended 18 -22°C range when in operation. Ventilation was provided by way of openable windows.  (d) The premises presented as clean and subject to routine maintenance work as required.
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(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.

### Part VII – Premises and Space Requirements

#### Regulation 30 – Minimum Space Requirements

*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:

This requirement has been met.

The clear floor space of the portacabin was previously assessed and deemed to meet the regulatory requirement for 14 children aged 2-6 years attending on a sessional basis.