

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



**Tusla I.D.:** TU2015DS050

**Name of Service:** Littlebells

**Address of Service:** Drumfinn Avenue, Ballyfermot, Dublin 10 FH02

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

**Name of Registered Provider:** Elizabeth Fagan

<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 of Children from 45 to 53 children
<b>Proposed Number of Children:</b>	53 children
<b>Recommended Change Following Inspection:</b>	53 children
<b>Registered change:</b>	Change in Number of Children from 45 to 53 children

**Date of Inspection:** 2 9 1 0 2 0 2 4

**Inspection undertaken by:** Olivia Quill  
**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:**  
 The Early Years Inspectorate, Tusla Child and Family Agency  
 Loughlinstown Health Centre  
 Loughlinstown Co. Dublin

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



### 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 53 children</b>
<b>Date of Registration</b>	<b>01<sup>st</sup> November 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>	Littlebells is a community-based service which is registered to provide sessional care for children aged from one to six years. Children currently enrolled in the service are aged from fifteen months. The early years service operates from 09:00 to 12:00 Monday to Friday. Care of the children is facilitated across three care rooms named Ladybug, Butterfly and the Sunroom. The service is seeking to register a fourth room on the premises and proposes providing a sessional service for a maximum of 11 additional pre-school children. This room is also used as the afterschool room.
<b>Premises</b>	The premises is a detached single story adapted community centre located in an urban residential area in Ballyfermot. Four care rooms, sanitary facilities for children and staff, a kitchen and office are provided. There is a large enclosed outdoor play area located to the rear of the premises.
<b>Staffing</b>	In total eight staff are employed in the service including the designated person in charge. The designated person in charge does not work directly with the children and the registered provider does not work in the service. All staff working directly with the children have attained a major award in Early Childhood Care and Education.
<b>Methodology</b>	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

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

	<p>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>	<p>The Inspector wishes to acknowledge the cooperation of the person in charge, staff and children 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:

The requirement has been met.

(1)(a) The registered provider has ensured that there is a designated person in charge and a named person to deputise when required.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

### 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 registered provider shall ensure at all times an adequate number of adults are working directly with the children attending the pre-school service. At present seven adults are employed to work directly with a proposed maximum of fifty-three pre-school children.

### 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:

The requirement has been met.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

(1)(a) The service comprises of four pre-school rooms. The rooms are bright and spacious and suitably laid out to cater for the needs of children who will be attending in each room.

(1)(b) The new care room requiring the change had a suitable rest area available for children to rest and opt out of activities. The service also has a number of stackable beds available should any of the children require sleep during the day.

(2)(a) A suitable, safe and secure outdoor play area was available for the children attending the service. It included a sheltered area with play equipment and seating. This area was directly accessible from three of the care rooms. A good variety of suitable play equipment and materials were available including fixed equipment, messy play tables and ride-on toys. Storage for equipment is also available in this area. The surface consisted of artificial grass, rubber tiles and bark surfacing. There were no ponds, pits or other hazards observed in the outdoor area.

### 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:

The requirement has been met.

The registered provider will provide breakfast to children around 10.30am. Children are offered a selection of different cereals, toast and fresh fruit. Milk and water are provided at this time. Drinking water is available in all care rooms.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## 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.*

#### Requirement met:

The requirement has been met.

External doors are secured to prevent children from exiting the service unsupervised and to restrict unauthorised persons from gaining access to the service. A bell system is in place on the main door to the service.

The outdoor area was safely enclosed with a high wall and a secured gate.

Cleaning agents and medication were stored out of reach of children and low-level cupboards were secured with child safety locks.

The kitchen area was inaccessible.

Protective radiator covers have been provided where required.

All window blind cords were secured.

Emergency exits are clear and fire assembly points were marked.

There is provision for the appropriate disposal and storage of waste including the provision of foot pedal operated bins throughout the service.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## 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) Seven staff working directly with the children have current certification in First Aid Responder (FAR) training valid until 24 August 2025.

(2)(a) Suitably equipped first aid boxes are available in each care room in the service. They are clearly identifiable and readily accessible.

### 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) A record was available in writing of all fire drills that take place on the premises.

(1)(b) There is a record available relating to the number and type of firefighting equipment which was dated August 2024 and for and servicing of the fire detection and alarm system which was dated July 2024.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

(4) Notices of the procedures to be followed in the event of fire were displayed conspicuously throughout the service.

### Part VI – Safety

#### Regulation 28 – Insurance

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

#### Requirement met:

Evidence of insurance for the required number of children was available. The registered provider must ensure that adequate insurance is in place prior to the commencement of the service. Registration of the service is contingent on the registered provider's 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:

The requirement has been met.

- (a) The proposed service is located at ground level in a purposefully adapted premises and appears to be of sound and stable structure.
- (b) There is one point of entry to the service via the front door which was secured.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

The outdoor area was enclosed with a high wall and the gate was secured to prevent a child leaving the area unsupervised and to prevent unauthorised access to the area.

(c) The premises benefits from natural light via windows in all care rooms. There is supplemental artificial lighting also provided from covered fluorescent ceiling lights in the rooms.

Thermostatically controlled hot water (which did not exceed 43 degrees Celsius) was available. Gas central heating is provided. Windows in the care rooms can be opened and wall ventilation is provided in the sanitary areas where there are no windows. The ambient room temperatures were measured and recorded between 18 and 19.1 degrees Celsius.

(d) The premises and its environs are clean and well maintained. A cleaning schedule is in place.

(e) Adequate and suitable sanitary facilities have been provided.

There are seven toilets, and five wash hand basins designated for children's use.

There are three nappy changing units with wash hand basins also available. Two toilets and wash hand basins have been provided for staff.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

### 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 requirement has been met.

- (1) Adequate clear floor space has been provided for work, play and movement of children proposing to attend the service as demonstrated.
- (2) An area of 47.6 m<sup>2</sup> of clear floor space is available in the new pre-school room which is sufficient for the proposed maximum number of 11 children aged 2.5- 3 years. In summary the area of all care rooms ensured there is adequate space for the proposed 53 pre-school children to attend for Sessional care.