

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D: TU2015DY158

Name of Service One Step Ahead

Address of Service: St Benedict's and St Mary's National School, Grange Park, Raheny, Dublin 5.

Email Address: onestepaheadpreschoolraheny@gmail.com

Name of Registered Provider: Ms Aimee Flynn

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

Proposed change: This service proposed to offer a part-time service from 8.40am to 1.30pm, Monday to Friday.

Proposed Number of Children: 42 (no change)

Recommended Change Following Inspection: To accommodate 42 children on a part time basis from 8.40am to 1.30pm.

Registered change: Change of Service Type from Sessional to Part Time / Sessional
Change of hours of operation to 08:40 – 13:30

Date of Inspection:	1	3	0	4	2	0	2	3
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Inspection undertaken by: Aileen Bradshaw

Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Early Years Inspectorate Child and Family Agency
Brunel Building, Heuston Quarter
Dublin

Rationale for Inspection:

Proposed Change of Circumstance

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

Registration Status: Registered Part Time / Sessional Service for 42 Children
Date of Registration 18th May 2023

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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	One Step Ahead is a community service in operation since 2013. The service cares for children aged between 2 years and 6 months to 6 years old. The service is currently registered as a sessional service but is proposing to change its registration status to become a part-time service, providing care from 08:40-1:30pm. The service participates in the Early Childhood Care and Education scheme.
Premises	The service is based in a local primary school in North County Dublin. There are two rooms with adjacent sanitary accommodation in each. There is a large, enclosed outdoor space on the premises.
Staffing	The registered provider does not work directly with the children and employs a total of six staff members, two of whom are employed under the Access and Inclusion Model (AIM).
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 administrative and legal processes. The contents of the report are compiled by the inspectorate body.</p>
Acknowledgements	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.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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.

The service has a designated person in charge and a named deputy. The name of the designated person in charge and the deputy designated person are displayed in the hallway.

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 has ensured that an adequate number of adults will be working directly with the children attending the service. There will be eight adults caring for up to 42 children on a part time basis, four of whom are employed by the AIM scheme.

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 partially met.

(1)(a)(b) The layout of the rooms allow children the space and freedom to move around and choose their activity. The rooms have areas of interests defined with the use of furniture and floor coverings. For example, both rooms have a role play area with dress up clothes, a play kitchen with accessories, a library with a wide variety of books, sand and water play, musical instruments and arts and craft stations with paints, paper, chalks colouring pencils and an easel. The material and toys are stored

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	<p>on low level shelving and accessible to the children. There are sufficient tables and chairs to accommodate children to sit and eat their snack or work independently with tabletop materials. There is a loft space in room 1. On the day of inspection this space was equipped with small world play materials. Underneath this platform the area is furnished with low couches and cushions away from the main play area. The registered provider described how this space will be used by the children if they want a break or rest from their play. There are also sleep mats available if a child needs to sleep during the day.</p> <p>(2)(b) The service has access to a large garden in an enclosed courtyard. The registered provider described how this space is used daily regardless of the weather as there are various covered structures in the space allowing children to play even if the weather is inclement. The mud kitchen appears to be well used with pots and pans available for the children's use. There is a reading shelter for outdoor story time The children also have access to bikes scooters and various wheeled toys. There is a variety of climbing equipment with varying levels of challenge for the children.</p>
Requirement not met:	There were no sheets available for sleep mats on the day of inspection.
Response from Provider:	Additional bedding has been purchased and evidence submitted to the inspectorate.
Summary Comment:	The requirement for Regulation 20 - Facilities for Rest and Play has been 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.

The requirement has been met.	<p>The requirement has been partially met.</p> <p>The registered provider described how cereals and fruit are offered to the children on arrival for breakfast, and parents provide a substantial lunch from home with clear guidelines regarding healthy lunches set out in the Healthy Eating Policy which is available to the parents.</p> <p>Each room has a fridge to store perishable food items in children's lunch boxes.</p>
Requirement not met:	The registered provider described a fruit snack being available to the children as the third snack additionally there was no menu available to ensure the children's food is planned, nutritious and varied.
Response from Provider:	A weekly menu has devised, and time scheduled in the children's day for an additional snack, and a copy of the menu was submitted.
Summary Comment:	The requirement for Regulation 22 -Food and Drink has been met.

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.

- The main entrance door to the service is appropriately monitored. This system adequately secures the front of the building to prevent a child from exiting unsupervised and to prevent unauthorised access to the service. There is a buzzer system to unlock the doors.
- The window openings of the service were positioned at a high level and were inaccessible to the children.
- The tables and chairs in the care rooms that are used for tabletop activities and mealtimes were the appropriate height for the age of children accommodated in the room.
- All storage of waste both indoors and outdoors and cleaning materials were inaccessible to the children.
- All cables and flexes were adequately secured to reduce the potential risks to a child.
- The rest areas and low couches were observed to be in good condition, washable or had wipeable covers.
- Shelving and storage units were stable and secure.
- The risk assessments for each room were complete, up to date and displayed in the rooms.
- There was warm water, soap and disposable hand towels to ensure effective hand washing is carried out.

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 was partially met.

(2) The first aid boxes are available and stored in a conspicuous position in the care rooms.

Requirement not met:

(1) Certification was available to demonstrate that one staff member had training to the First Aid Response (FAR) standard. The registered provider stated that a second staff

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	member had just completed the course and was awaiting certification. A second person with FAR training is required to cover breaks and annual leave. Evidence of the second staff members qualification as a first aid responder is required.
Response from Provider:	The second staff member has completed the course and two further staff have been enrolled into a course in May 2023. Proof of the completed course was submitted to the inspector.
Summary Comment:	The requirement for Regulation 25 – First Aid has been met.

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 partially met. (1)(a) A copy of the recent fire drills was available. The last recorded fire drill took place on the 27th of March 2023. (1)(b) A record is available of the number, type and maintenance of the fire extinguishers and smoke detection system of the service. Fire extinguishers were serviced on the 8th of January 2023 and the smoke alarms on the 30th March 2023. Fire assembly points notices were evident in the adjacent car park.
Requirement not met:	(4) A notice of the procedures to be followed in the event of a fire was not displayed in a conspicuous place in the setting.
Response from Provider:	A notice has been displayed in a prominent position in the service and a copy was sent to the inspector.
Summary Comment:	The requirement for Regulation 26 – Fire Safety Measures has been met.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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.
The service had insurance to cover a maximum of 66 children, from 8.40am to 1.30pm. 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:

The requirement has been met.

(a) During the inspection it was observed that the walls, flooring, doors, and windows were suitably maintained.

(b) The main entrance door to the service is managed with a buzzer system by the staff member. The system in place adequately secures the entrance to the building to prevent a child from exiting unsupervised and to prevent unauthorised access to the premises.

(c) Each care room has windows which provide natural lighting. The natural light can be augmented with artificial ceiling lighting which was observed to be recessed spot lights. The service is heated by gas with thermostatically controlled wall mounted radiators in place with a temperature not exceeding 50°C.

(d) The care rooms were in a clean condition on the day of inspection. A cleaning schedule is available in the care rooms to ensure regular cleaning of the service.

(e) Each care room have sanitary areas adjacent with two toilets and two wash hand basins in each. One of the sanitary areas has a nappy changing unit if required. Staff have access to the school's staff toilets. Warm water, liquid soap and disposable paper towels were provided in the sanitary facilities.

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) The clear floor space available in the premises for the work, play and movement of children attending the service is adequate for the 42 part time children proposed.

(2) The clear floor space available in Room 1 measured 51.57 square metres and Room 2 measured 50.01 square metres. There is sufficient space to accommodate the 42 children aged from 2-6 proposed to attend for part-time care.