

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Tusla I.D:	TU2015GY104
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Name of Service	Headstart at Hannah's
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Address of Service:	Doonbeg, Ballinderry, Tuam, Co. Galway, H54 AK06.
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Email Address:	hannahcoen2010@gmail.com
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Name of Registered Provider:	Ms. Hannah Coen
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Type of Proposed Service:	Full Day Care	<input checked="" type="checkbox"/>	Part-Time	<input type="checkbox"/>	Sessional	<input type="checkbox"/>
	Drop-In	<input type="checkbox"/>	Childminding	<input type="checkbox"/>	Temporary	<input type="checkbox"/>

Proposed change:	Proposed increase in number of preschool children attending the service.
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Proposed Number of Children:	65
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Recommended Change Following Inspection:	Increase number to 65 preschool children at any given time attending on a full day care basis.
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Registered change:	Change in number of children that can be accommodated from 62 to 65
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Date of Inspection:	2	5	1	0	2	0	2	3
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Inspection undertaken by:	Mr. S. Meehan.
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Title:	Early Years Inspector.
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Tusla Early Years Inspectorate Address:	Early Years Inspectorate
	Quality and Regulation Directorate,
	Clinical & Administration Building, Block A - (1st Floor- Green Corridor), Merlin Park Hospital, Galway.

Rationale for Inspection:
Proposed Change of Circumstance

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

Registration Status:	Registered Full Day Care Service for 65 Children
Date of Registration	29 th November 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).

Description of Service	<p>The early year's service is in a rural area of north Co. Galway near the town of Tuam. The service offers a full day care programme from 07.30 am to 6 pm, from Monday to Friday, for children aged between 0 to 6 years of age and an (ECCE) Early Childhood Care and Education pre-school care programme from 9 pm to 12 pm, Monday to Friday. The service also operates a breakfast club from 7.30 am to 9 pm and a school aged service from 2 pm to 6 pm.</p>
Premises	<p>The service is attached to the registered providers home and there are 4 playrooms, a sensory multi-purpose room sanitary facilities and meals are stored, cooked and prepared on site in the service kitchen. The pre-school children have access to secure outdoor play areas to the rear of the premises for play activities.</p>
Staffing	<p>The service proposes to have a manager in charge and another adult who can deputies with an award in Quality and Qualifications Ireland (QQI) at a Level 5 on the National Framework of Qualifications, in Early Childhood Care and Education.</p>
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>

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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.
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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 designated person in charge, there is a manager and a deputy manager rostered on the premises.
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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:	(1) The registered provider proposes to maintain the minimum ratio of adults to children. The registered provider proposes that there will be a max of 11 pre-school children on a sessional basis being cared for by 1 staff members in the proposed playroom.
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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.

(3) A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph (2) applies, shall ensure that—

(a) a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises

Requirement met:	The requirement has been met.
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	<p>(1)(a) On the day of inspection, play equipment and materials were inviting and easily accessible in the proposed playroom namely the Montessori room and the Sunflower room.</p> <ul style="list-style-type: none"> • The Little Hearts playroom was laid out with various areas of interest which included a practical sensory area, snack area, small world toys area, farm set, writing and language area, construction area, natural materials section, arts/ crafts, nature area, real life and imaginary play section with dress up and household appliances. There were age-appropriate child size chairs for tabletop activities. • There was a soft seated area in the form of bean bags where children could read a book. <p>(b) The Little Hearts playroom is a sessional playroom and will be catering for children over 2 years of age. Soft seating by means of bean bags are available and if a child requires rest there are 11 stackable beds available for sleep.</p> <p>(3)(a)</p> <ul style="list-style-type: none"> • The outdoor area is developed into defined play areas. The outdoor play area is to the rear of the premises and had a combination of surface i.e., artificial and natural grass, concrete and an impact absorbing surface. Play equipment and materials provided in the outdoor areas provided enriching experiences for children for both their fine and gross motor skills. • There was climbing frame, mud kitchen and utensils and slides. There was a sheltered area for messy play and storage for a large selection of ride on toys, blackboards and mirrors.
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Part V - Care of Child in Pre-school Service

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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:

There is evidence of the policy on healthy eating, the registered provider stated that healthy eating will be promoted within the service.

For children attending full day care, food will be prepared, cooked, and stored on site in the service kitchen.

Nutritious meals and snacks will be served at regular times, but there is flexibility.

Clean and safe drinking water at drinks stations will be always available and accessible to children.

There will be a designated fridges for the safe storage of perishable food from children’s lunch boxes, for their snack times.

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 gate for the outdoor pre-school was secured to prevent the public having access to children and ensuring children could not exit the service unsupervised.
- Heavy equipment and furnishings were anchored appropriately and cables were out of reach of children or secured.
- The registered provider had a fridge for the storage of perishable items from children’s lunch boxes.
- Hand washing facilities were provided with a supply of warm water, liquid hand soap and disposable paper hand towels. Thermostatically controlled warm water not exceeding 43° C to facilitate hygienic hand washing without risk of scalding the children was available to facilitate hygienic hand washing.
- There was a cleaning schedule available and a sample cleaning record.

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- The doors into the kitchen, staff toilet and storage areas had a system of security and were thereby inaccessible to the children.
- All cleaning agents and equipment were stored inaccessible and out of children's reach.
- The registered provider proposed to complete a daily risk assessment.
- A health and safety policy was available which included a risk assessment system.
- The service risk assessment system ensured toys and equipment were checked to ensure that they were not broken, in a clean condition and maintained in a good state of repair.
- The registered provider advised that the outdoor play equipment would be cleaned after each child's use and prior to each child's use - with documented records maintained. A sample documented risk assessment of the outdoor play areas was available for review.
- There were no pits or ponds in the outdoor pre-school area to cause any risk of danger to pre-school children.

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) Six adults working in the pre-school service have a current first aid responder qualification. Four adults had paediatric first aid in date.
- (2)(a) There was a suitably equipped first aid box stored in an easily accessible, conspicuous position in the hallway.
- (b) The first aid box was readily available with content items in date.

Part VI – Safety

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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:

The requirement has been met.

- (1)(a) Arrangements were in place to record monthly fire drills the last recorded fire drill was the 25/09/2023.
- (b) A record of the number, type, and maintenance record of firefighting equipment in the service was on file.
- Records indicated that the firefighting equipment was annual serviced in November 2022.
- Records indicated that the smoke and fire detection system was annual serviced on 29/04/2023.
- (4) A notice of the procedures to be followed in the event of a fire was displayed at the entrance to the pre-school.

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's insurance with expiry date 27/03/2024 was for a full day care service for 65 children and included the following -

- public liability insurance.
- insurance against fire and theft.
- buildings insurance.

Part VII – Premises and Space Requirements

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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) From a visual inspection the premises were of sound and stable structure.
- (b) The pre-school service was safe and secure.
- (c) The warm water in the proposed designated sanitary area was maintained at a safe temperature and no greater than 43°C.
- (d) The outdoor pre-school had play and work equipment that was clean and in good repair.

Cleaning equipment was safely stored away from the pre-school children in designated inaccessible secured storage areas.

There was a proposed cleaning schedule available for inspection.

From observation, all areas were maintained in a clean and hygienic condition.
- (e) Adequate and suitable sanitary facilities were provided for the proposed Little Hearts playroom.

Part VII – Premises and Space Requirements

Regulation 30 – Minimum Space Requirements

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- (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.
- (4) Where a registered provider contemporaneously provides—
- (a) a sessional pre-school service, and
 - (b) a full day care service or a part-time day care service, or both, the minimum clear floor space applicable for the duration of the sessional preschool service in respect of the children attending that service shall be the floor space specified in paragraph (3).

Requirement met:

- (1) Adequate floor space is provided in the Little Hearts playroom for the free movement of children to work and play.
- (2) It is proposed a maximum of 11 children will attend on a sessional basis.
- (4) The new classroom measures 36 sq. meters. The sessional space requirements are 1.818 square meters per child which can accommodate 20 preschool children.

Children aged 2-3 years attending on a full daycare basis, in the Little Hearts playroom based on clear floor space of 36 sq. meters can accommodate 15 preschool children.

Children aged 3-6 years attending on a full daycare basis, in the Little Hearts playroom based on clear floor space of 36 sq. meters can accommodate 16 preschool children.