

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Tusla I.D.: TU2015KE167

Name of Service Little Harvard Childcare Ltd.

Address of Service:
The Avenue
Westfield
Leixlip
Co. Kildare W23VYP1

Email Address: gov@littleharvard.ie

Name of Registered Provider: James Hargrave

Type of Proposed Service:	Full Day Care	<input checked="" type="checkbox"/>	Part-Time	<input type="checkbox"/>	Sessional	<input checked="" type="checkbox"/>
	Drop-In	<input type="checkbox"/>	Childminding	<input type="checkbox"/>	Temporary	<input type="checkbox"/>

Proposed change: The service proposes to change from a sessional only service to a full day care service with a sessional service combined. It is proposed to change the opening hours to 07:00am-18:30pm.

Proposed Number of Children: 81 Children

Recommended Change Following Inspection: The addition of an additional service type from sessional to full day care and sessional care and education combined.

Registered change: Change in Service Type from Sessional to Full Day Care & Sessional
Change in Hours from 09:00 – 12:30 to 07:00 – 18:30

Date of Inspection:	1	5	1	0	2	0	2	4
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Inspection undertaken by: F. Maher

Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Suite 7, Vista Primary Care,
Ballymore Eustace Road, Naas Co. Kildare, W91X38W

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Rationale for Inspection:
Proposed Change of Circumstance

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

Registration Status:	Registered Full Day & Sessional Service for 81 Children
Date of Registration	30th October 2024

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>Little Harvard Childcare Ltd. currently provides sessional care and education to pre-school children aged between two and six years and opens Monday to Friday. The service proposes to change the service type to include full day care with sessional care and education combined with no change to the number of children currently registered to attend. The service proposes to open from 07:00am-18:30pm Monday-Friday.</p> <p>The service is registered to provide school age care also.</p>
Premises	<p>The service is located in a purpose-built two-story premises in a private housing development in Leixlip Co. Kildare. There are five pre-school rooms provided, currently four are in use, two on the ground floor and two on the first floor. A kitchen, office, staff room and outdoor play areas are also provided on the premises.</p>
Staffing	<p>A sufficient number of adults are currently employed in the service to accommodate a change to a full day care service, this includes the person in charge who is supernumerary. All adults employed and working directly with children hold qualifications in Early Childhood Care and Education as recognised on the National Framework of Qualifications.</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>

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	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.
Acknowledgements	The Inspector wishes to acknowledge the cooperation of the area manager, person in charge, staff and children 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 is met.

The service has a designated person in charge and a named person to deputise as required.

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.

Without prejudice to paragraphs (2) to (7)—

Requirement met:

The requirement is met.

(1)

The registered provider has appointed a sufficient number of staff members to ensure the required adult:child ratios are maintained.

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 or

Requirement met:

The requirement is met.

(1)(a)

The pre-school rooms have suitable play materials and equipment for children aged from 2-6 years to attend a full day care service. The indoor environments are constructively planned with dedicated play areas that include home/kitchen areas, construction, rest and library areas, sensorial play includes dried rice, pasta and sand. There are plenty of art and craft materials and equipment for fine and gross motor activity skills. A sufficient and appropriate number of child-sized tables and chairs to cater for the children attending were available and low-level shelving units displaying the materials and equipment are easily accessible to the children.

(b)

The rest areas are comfortable and consist of child-sized sofas. There is a sufficient amount of low-level beds/floor mats which will be available for any child wishing to sleep when attending the full day care service with appropriate bed linen in place. The service has a safe sleep policy in place to guide practice.

(3)(a)

The outside play area is safe, suitable and secure. The perimeter is enclosed by a high-level boundary metal fence and two side gates. Both gates are secured with coded padlock mechanisms. The outdoor area is equipped with a wooden climbing frame, ride on equipment sand and water play and a covered area for play during inclement weather.

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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:

The requirement is met.

The service has a healthy eating policy in place.

A cook is employed, and all meals are freshly prepared on site daily. A three-week menu is in place which advises that varied and nutritional meals are served throughout the day.

Parents will be requested to provide a healthy snack for children in the morning when attending the sessional service. Water is freely available to the children at all times.

There is a fridge available for the storage of the children's food as needed in each pre-school room.

The cook advised the inspector that the kitchen is registered with the relevant health authority and any staff assigned to kitchen duties have completed an up-to-date food safety course.

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 is met.

The main entrance door to the pre-school is secure and is controlled by staff to prevent any pre-school child from exiting the service unsupervised and to restrict unauthorised persons from gaining access to the premises. The outdoor area is suitably secure.

Storage is available for the safe storage of cleaning products and equipment.

All fire exits were unobstructed and easily recognisable. The fire assembly point was displayed in the outdoor areas.

A safe sleep policy is in place for sleeping children to guide safe practice for staff.

There is provision for the appropriate disposal and storage of waste including the provision of foot pedal operated bins in the pre-school rooms and sanitary areas.

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Thermostatically controlled hot water, liquid soap and electric hand dryers are available for hygienic hand washing and drying.

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 is met.

(1)

Current certification in relation to first aid response (FAR) was available for staff members currently working in the service.

(2)(a)(b)

Suitably equipped first aid bags are available and accessible to children at all times and are stored in conspicuous positions in the service.

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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 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 is met.

(1)(a)

Documentation was available with up-to-date recordings for monthly fire drills completed.

(b)

A maintenance contract is in place for the firefighting equipment and smoke alarm system and servicing was dated August 2024 and 3 September 2024 respectively.

(4)

A notice of the procedures to be followed in the event of fire was clearly displayed within the service and pre-school rooms.

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.

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 is met.

(a)

The current pre-school rooms and premises are maintained in a good state of repair.

(b)

The main entrance door to the pre-school is secure and is controlled by staff to prevent any pre-school child from exiting the service unsupervised and to restrict unauthorised persons from gaining access to the premises. The outdoor area is suitably secured with a high-level boundary metal fence and gates, both gates are secured with coded padlock locking mechanisms that cannot be accessed by children.

(c)

There are openable windows to naturally ventilate the pre-school rooms; the sanitary accommodation is served by mechanical ventilation units. Natural daylight was provided by several windows in each room. Supplementary artificial fluorescent strip lighting is provided in each room. The accommodation is heated by high wall mounted air-conditioning units that provide hot and cold air that can be controlled by staff in each room to regulate room temperatures.

(d)

Cleaning schedules are in place in the service and the premises, and its environs were clean.

(e)

Adequate sanitary facilities are provided in the service including nappy changing facilities. Nine toilets and wash hand basins are available to accommodate the

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children and four wall mounted pull down nappy change units. Two adult toilets and wash hand basin are available in the premises for staff use.

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 is met.

(1), (2)

There is sufficient free floor space for the work and movement of children attending the service on either a full day care or sessional basis. The maximum number of children, (81), registered to attend remains unchanged for the proposed change in service type.