

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

**Tusla I.D.:** TU2015MN054

**Name of Service** Respond Early Years Service Carrickmacross

**Address of Service:** 5 Plàs Fionn Barra, Convent Land, Carrickmacross, Co Monaghan.

**Email Address:** carrickmacrosschildc@respond.ie

**Name of Registered Provider:** Lisa O Rourke

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

**Proposed change:**

- To increase the numbers of children attending the service from 43 to 65. An additional 22 children will be accommodated in a new room (Pre-School Seniors).
- To increase the number of staff from 7 to 9.

**Proposed Number of Children:** 65

**Recommended Change Following Inspection:**

- The service to accommodate 65 children.
- The number of staff to increase from 7 to 9.

**Registered change:**

- The service to accommodate 65 children.
- The number of staff to increase from 7 to 9.

**Date of Inspection:** 0 3 0 9 2 0 2 4

**Inspection undertaken by:** D. Murray

**Title:** Early Years Inspector.

**Tusla Early Years Inspectorate Address:** Tusla Early Years Inspectorate,  
Meath Child & Parent Support Hub,  
Commons Road, Navan, Co. Meath.

**Rationale for Inspection:**  
**Proposed Change of Circumstance**

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



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

<b>Registration Status:</b>	Registered for full day care, part time and sessional services for 65 children
<b>Date of Registration</b>	09.09.2024

### 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).

<b>Description of Service</b>	<p>Respond Early Years' Service Carrickmacross provides full day, part time and sessional preschool care and education to children from birth to 6 years. The service is also registered to provide School Age care. The service operates from 08:30am to 17:30pm Monday to Friday and participates in the Early Childhood Care and Education scheme (ECCE) from 09:00am to 12.00pm daily.</p> <p>The registered provider proposes the following:</p> <ul style="list-style-type: none"> <li>To increase the number of children attending the service from 43 to 65. These additional 22 children ranging in age from 2.8 years to school aged will be accommodated in a new room (Pre-School Seniors) from 0:900am to 14:00pm. School age children will be accommodated in this room for the afternoon.</li> <li>To increase the number of staff from 7 to 9.</li> </ul>
<b>Premises</b>	<p>The service operates from the ground floor of an administrative building in a residential housing estate. There are currently 3 care rooms in the service with the proposal for a fourth care room Pre-school room Senior. Other facilities include a main kitchen, sanitary facilities and a sleep room. Two enclosed outdoor spaces are located to the rear of the service.</p>
<b>Staffing</b>	<p>Core staff employed to work in the service are 10 adults which includes the manager, deputy manager, 7 childcare staff and a cook. Additional staff include 3 relief childcare staff, cleaner and 2 community employment staff.</p>
<b>Methodology</b>	<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</p>

# 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>	The Inspector wish to acknowledge the co-operation of the manager who was 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:

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

The service has a designated person in charge and a named person who is able 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.*

#### Requirement met:

(1) The registered provider has ensured that there is at all times an adequate number of adults working directly with the children attending the Pre-school Seniors room. The registered provider proposes to have 3 childcare staff to work with the 22 additional children aged between 2 years 8 months to 6 years.

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:**

- (1)(a) The requirement has been met.
- Play materials and play equipment in the care room is visible and easily accessible to the children on open shelving at their height which supports children to have choices in selecting materials and equipment to play with. Tables and chairs are appropriate to the age and stage of development of pre-school children who will attend the care room. The care room is well resourced and has areas of interest with supporting equipment which incorporated natural/sensorial materials, art and crafts and a range of suitable toys.
- (b) The requirement has been met.
- A cosy area consisting of a wooden dome with soft matting and cushions is available in the care room for children to take a break from activities if needed. No child attending this care room will require a sleep.
- (3)(a) The requirement has been met.
- There are 2 outdoor spaces on the premises. The outdoor space for the Pre-school Senior room has a cement pathway with a grass area. The area is equipped with age-appropriate play equipment e.g. ride on cars, activity trays, mud kitchen, tyres, wooden hut and a wooded area which has a covered frog pond. A partially sheltered area permits outdoor play in all types of weather. A storage shed is also available for additional play equipment.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

### 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:

A 3 week menu plan is available with a variety of main meals including beef, poultry and fish prepared by the resident cook. Breakfast is provided along with light snacks in the mornings and afternoons. The children attending the sessional ECCE programme will bring their own lunch. Water will be available throughout the day.

### 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 partially met.

- A fridge is available for the storage of perishable items in the children’s lunch boxes.
- All cleaning agents were stored out of reach of the children.
- Appropriate shatter proof coverings are provided on all ceiling lights in the service.
- All play materials are placed on stable based shelving units. Play materials and equipment are observed to be safe and suitable for the developmental age of the pre-school children who will be attending the service.
- The emergency exit doors are unobstructed.
- Warm water, liquid soap and paper hand towels are provided to support hand hygiene in the sanitary accommodation.
- The cords on the blinds are mounted to the walls at the windows in the care room, out of reach of children.
- Pedal bins are provided for the disposal of nappies and general contaminated waste.

# 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) An adequate number of staff have up to date First Aid Responders course and will be available at all times to the children attending the pre-school service.

(2)(a) and (b) The first aid box is suitably equipped and is safely stored in a readily accessible and conspicuous position in the care rooms and are available at all times.

### 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 template is available to record fire drills that take place in the service.

(b) A record is maintained of the number, type and maintenance of the firefighting equipment and smoke detection system in the service. The firefighting equipment was last serviced in February 2024 and smoke detection system were last serviced on 15/08/2024.

(4) A notice of the procedures to be followed in the event of a fire was conspicuously displayed in the care room.

# 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 has adequate insurance for 65 children from the 01/03/24 to the 28/02/25.

### 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) From observation the walls, flooring, doors, and windows appeared to be suitably maintained with no visual safety issues or concerns identified.

(b) The main door to the service is secured with a buzzer system and the outdoor space for the Pre-School room Senior is enclosed with fencing and 2 gates. These security measures ensure that a child does not exit unsupervised and restricted unauthorised persons from gaining access to the service and outdoor spaces.

(c) Windows provide natural lighting to the care room. The natural light can be augmented with artificial ceiling lighting as required.

Heating is provided through gas heating. The temperature of the room is maintained between 18°C to 22°C.

Natural ventilation is provided by opened doors and windows.

(d) The room is clean with cleaning schedules available to ensure regular cleaning is documented.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

(e) The children's sanitary facilities consist of the following:  
The sanitary area has 2 toilet closets, 1 nappy changing area, 2 children's handwash basins and 1 adult wash hand basin. Two additional children's sinks are also available in the care room.

### 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.*

#### Requirement met:

The requirement has been met.  
(1) There is adequate clear floor space available in the service for the work, play and movement of the 65 children.  
The proposed Pre-school Senior room has a clear floor space of 78.64 m<sup>2</sup>.  
This provides sufficient space for the proposed:

- 22 children between the ages of 2 years 8 months to 6 years attending the sessional ECCE service or
- 22 children between the ages of 2 years 8 months to 6 years availing of the part-time service.