

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla Number TU2015MO050

Name of Service: Sásta Early Learning Centre

Address of Service: Ballagh Street, Charlestown, Co Mayo, F12FW24

Email Address: sastaelc@gmail.com

Name of Registered Provider: Rebecca Ryan

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

Proposed change:	Increase in number of children cared for from 34 to 49 children. Increase in number of staff working in the service from 4 to 6 staff
Proposed Number of Children:	49
Recommended Change Following Inspection:	Registration for a total of 49 children at any one time.
Registered change:	Change in number of children that can be accommodated from 34 to 49. Change in number of staff from 4 to 6

Date 1 of Inspection:	0	8	0	6	2	0	2	3
Date 2 of Inspection:	0	9	0	8	2	0	2	3

Inspection undertaken by: A Spain
Title: Registration Support Manager

Tusla Early Years Inspectorate Address: Primary Care Centre, Church Avenue
Tullamore, Co Offaly

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 49 Children
Date of Registration	18 th August 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	Sásta Early Years Centre is a community run service which is opened since 2008. The service is located in Charlestown, Co Mayo. The service is open between the hours of 9.00am and 2.00pm and offers the Early Childhood Care and Education Scheme (ECCE) between the hours of 9.00 am and 12.00pm. Children in the age range one to six years are cared for in the service.
Premises	The premises comprises of a single storey standalone building. Rooms currently in use in the service include three playrooms, a sleep room, an office, a staff room, sanitary accommodation for children and adults, a nappy changing room and a kitchen. An outdoor play area is provided at the back and side of the building.
Staffing	The service is staffed by five adults and includes a manager and person in charge. Staff have qualifications in childcare from Quality and Qualifications Ireland (QQI) at level 5 to level 6. Experience in childcare varies from 1 to 16 years. The registered provider does not work directly in the service.
Methodology	<p>The inspection was an announced fit for purpose 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; Management and staffing, Facilities for Rest and play, Food and Drink, Safety and Premises and Space Requirements.</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 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:

This requirement has been met.

(1)(a) The service has both a designated person in charge and a named person to deputise as required. Both staff members were present on the day of inspection and are rostered to work in the service daily. The person in charge of the service was present of the second day of inspection.

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) This requirement has been met.

The service proposes to accommodate the following number of children in the three playrooms in the service as follows:

Room name	Type of Service	Age range	No of children	No of staff
Toddler room	Part-time	1 year to 2 years 8 months	10	2
Preschool 1	Sessional	2 years 8 months to 3 years 5 months	17	2

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	Preschool 2	Sessional	3 years 5 months to 6 years	22	2
	Total			49	6
	An adequate number of staff are proposed to care for the proposed number of children in the toddler room and for sessional care in both preschool 1 and preschool 2.				
Requirement not met:	(1) The maximum number of children remaining in the service from preschool 1 and preschool 2 for part-time childcare was not provided to determine the adult: child ratio required when the sessional children have left the service.				
Response from Provider:	The person in charge confirmed in the response to the inspection report that a maximum of 15 children will remain in the service across preschool rooms 1 and 2 to avail of part-time childcare with three adults available as required.				
Summary Comment:	The response to the requirement for registration ensures that adequate staff are available to care for the proposed number of children to be cared for in both a sessional and part-time service.				

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—*

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

(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

<p>Requirement met:</p>	<p>This requirement has been partially met.</p> <p>(1)(a) An adequate supply of toys and play equipment are provided in the service for children to play indoors. Art and craft materials, sand and water play are easily accessible to the children. Play resources also include kitchens with utensils, food and dolls, a range of transport and small figurine toys, stackable toys, games, puzzles and construction materials for both table top and floor activities.</p> <p>(b) Playroom 2 is provided with soft couches and cushions for children to rest and relax while other children continue to play in the same room.</p> <p>(3)(a) An outdoor play area is provided at the back and side of the building. The outdoor play area is safely and securely enclosed by concrete walls and the gable end wall of the premises. An open area with a perspex roof covering and an all-weather ground surface is provided for children to play outdoors during inclement weather conditions. The timber poles supporting the roof are provided with a foam covering to guard against impact and injury to children playing outdoors. Both grass surfaced areas and areas with all-weather ground surfaces are provided in the outdoor play area. A covered sand pit, water wall, water trays and mud kitchen are provided for messy play. Toys on wheels are provided to drive and push along. Play houses, tyres for climbing, a large timber transport vehicle with steering wheels, black boards, a climbing frame and a low level slides for younger children are provided outdoors.</p>
<p>Requirement not met:</p>	<p>(b)</p> <p>The proposed sleep room in the service is not set up with cots and low level beds for children to rest and sleep on demand.</p> <p>Rest areas are required in the proposed toddler room and preschool room 1 following completion of building works and set up of rooms for children to occupy.</p>

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Response from Provider:	<p>(b)</p> <p>The person in charge advised in the response to registration requirements received on the 4 August 2023 that two standard cots and two low level beds are now provided in the new sleep room in the service. A follow up inspection conducted on the 9 August 2023 confirms the provision of three cots and two low level beds in the sleep room.</p> <p>The follow up inspection confirms the provision of a low level soft couch, cushions and a soft floor mat in the toddler room for children to rest and relax as required. A low level couch, cushions are located on a carpet surface in preschool room 1 in the service. Books are located on low level open shelving in the rest areas for easy access by children.</p>
Summary Comment:	<p>The measures taken and observed on the follow up inspection meet the requirements for registration under Regulation 20 (1) (b).</p>

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:	<p>This requirement has been partially met.</p> <p>All food in the service is provided by parents and guardians of children. A sink and wash up facilities are provided in the combined kitchen and staff room in the service to assist with cleaning after meal and break times. Presses are provided to store delph, drinking beakers and cutlery.</p>
Requirement not met:	<p>The availability of refrigerated storage for perishable snacks and foods as provided by parents and guardians of children cannot be determined in the absence of the completion of the proposed reconfiguration of rooms in the service and the location of refrigerators.</p>

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Response from Provider:	The person in charge indicated in the response to the requirements for registration that refrigerators have been provided in all three playrooms in the service. This was confirmed on the follow up inspection.
Summary Comment:	The measures taken meet the requirements for registration under Regulation 22.

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:	<p>This requirement has been partially met.</p> <p>Environment of the service:</p> <ul style="list-style-type: none"> • Entrance to the service is secured and a bell provided for early and late drop off and collection of children. A thumb lock on the exit door guards against unsupervised exit by children. • A keypad is provided on the door leading from the entrance hallway to the rooms in the service to guard against unauthorised access both to the rooms and children in the service. • A high level door handle is provided on the door leading to the kitchen and staff area in the service. • Hooks are provided along the hallway to safely store children’s coats and bags off the floor. • Storage presses are provided in the kitchen and staff area to store cleaning chemicals, agents and equipment in an area outside of the playrooms. A locked press in also provided in the staff sanitary accommodation to store cleaning chemicals and agents.
-------------------------	--

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	<ul style="list-style-type: none"> • A high level timber gate which is bolted from the inside is provided on the open gable end of the premises leading from the play area to the front of the service to guard against both unauthorised access to outdoors and unsupervised exit by children. <p>Infection control:</p> <ul style="list-style-type: none"> • A dishwasher and sink is provided in the kitchen area to assist with cleaning of the premises, furniture, equipment and toys in the service. • A low level washhand basin is provided in preschool 2 to assist with hand washing in the room. A sink is also available in the room to assist with cleaning. • Staff coats and personal belongings are stored in the staff area of the kitchen and outside of the playrooms. • Open shelving is provided in the nappy changing room to store children’s individual baskets containing nappies and creams. • Refuse and waste is stored in closed bins in an area at the front of the building which is fenced off from the outdoor play area.
Requirement not met:	<p>Environment of the service.</p> <ul style="list-style-type: none"> • Visibility strips are not provided on all low level glass panels in the proposed playrooms to be reconfigured and extended.
Response from Provider:	<p>The person in charge advised in the response to the requirement for registration that the requirement for visibility strips has been addressed.</p>
Summary Comment:	<p>On the follow up inspection visibility strips were observed on the low level glass panels on windows and doors in both playroom 1 and the toddler room. The measures taken meet the requirements for registration.</p>

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 is available to the children attending the pre-school service at all times.

Requirement met:

This requirement has been met.

(1) One staff member has first aid responder training with an expiry date of December 2024. Two staff members have first aid training with expiry dates of October and November 2023, respectively.

(2) A first aid box is provided in each of the three existing playrooms in the service and are located on high level shelving above child height.

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 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:

This requirement has been partially met.

(1)(a) A record is maintained of all fire drills as conducted in the premises. The last monthly fire drill was recorded as conducted on 1 June 2023.

(b) The maintenance record for the firefighting equipment which is located at the front and back areas of the hallway and in preschool 2 confirms that an annual service was conducted in August 2022. The maintenance record for the smoke alarm system confirms that a service was conducted in May 2023.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	(4) A fire assembly point for the service is posted on a concrete wall at the front of the service. There is access from both the rooms in the service and directly from the outdoor play area to the fire assembly point.
Requirement not met:	(4) A notice of the procedure to be followed in the event of a fire is not on display in the service.
Response from Provider:	It was observed as advised in the response to the inspection report that a notice of the procedure to be followed in the event of a fire is now on display in all playrooms and the hallway in the service.
Summary Comment:	The measures taken by the service as observed on the follow up inspection meet the requirements for registration.

Part VI – Safety

Regulation 28 – Insurance

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

Requirement met:	This requirement has been met. The service has insurance cover for 94 children. Insurance is valid from 1 March 2023 to 28 February 2024.
-------------------------	--

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:	This requirement has been partially met.
-------------------------	--

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	<p>(a) The rooms in the service are in a good state of repair with no evidence of dampness or mould growth on internal walls and ceilings. Windows and doors appear to be both water tight and weather tight when closed.</p> <p>(b) The service is connected to both the public drainage and drinking water supply. The glass panel entrance door to the service allows easy visibility off all approaching the service and seeking access.</p> <p>(c) Glass panels, openable windows in both the existing playroom in the service and the two playroom to be reconfigured and fluorescent light fittings covered with shatter proof diffusers ensures a good mix of both natural day light and artificial lighting in the rooms. All rooms in the service are provided with openable windows for ventilation purposes. Under floor oil heating is provided in the service.</p> <p>(d) The floors in the service are finished with a heavy duty floor lino which is in a good state of repair and maintenance. Bathroom walls are finished with smooth easily cleanable tiles. Cleaning checklists are maintained in the service to assist with regular and routine cleaning in all rooms. The service has availed of a pest control contract for rodent and vermin control. It was observed that the last pest control visit to the service was conducted on 2 June 2023.</p> <p>(e) A nappy changing station which is serviced with a washhand basin is provided in the nappy changing room in the service. A staff toilet which is serviced with a washhand basin is provided off the hallway in the service.</p> <p>Three children’s toilets and three washhand basins are provided for up to 33 toilet trained children in the service. Thermostatically controlled hot water, liquid soap, disposable paper towels and foot pedal operated bins are provided in the staff and children sanitary accommodation and nappy changing room.</p>
<p>Requirement not met:</p>	<p>(e) An additional toilet and washbasin is required to accommodate over 33 trained children in the service.</p>
<p>Response from Provider:</p>	<p>Picture evidence was submitted on the 4 August 2023 to confirm the provision of an additional toilet adjacent to the nappy changing station in the nappy changing room.</p>

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Summary Comment:	The provision of an additional toilet adjacent to the washhand basin and nappy changing station meets the requirements for registration.
-------------------------	--

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:	This requirement has not been met.
Requirement not met:	<p>(1) (2) The service proposes to reconfigure the existing rooms as follows.</p> <ul style="list-style-type: none"> The existing office and part of the adjoining toddler room is proposed to be combined to care for toddlers in a toddler room. The sleep room and preschool room 1 are proposed to be combined to increase the area available in the room. A vacant room close to the proposed extended toddler room is proposed for use as a sleep room in the service. Preschool room 2 is proposed to remain as is currently. An area of 47.00m² is available in the room to accommodate up to 18 children in daily attendance in the room for part-time childcare as proposed. <p>Both a revised plan layout and the final area of both the proposed extended toddler room and preschool 1 is required to determine the final area available subsequent to completion of all proposed renovations and to determine the space available to children in the rooms.</p>

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

<p>Response from Provider:</p>	<p>(1) A revised floor plan was provided on the 8 August 2023.</p> <p>The reconfigured rooms were measured on the follow up inspection as conducted on the 9 August 2023.</p> <p>The floor space available across the three rooms in the service is as follows.</p> <p>Toddler room:</p> <p>An area of 26.46m² is provided to care for up to a proposed maximum of 10 children in the age range 1 year to 2 years and 8 months in daily attendance for a combination of sessional and part-time childcare.</p> <p>Preschool room 1:</p> <p>An area of 34m² is provided in preschool room 1 for a proposed maximum of 17 children in the age range 2 years 8 months to 3 years 5 months in daily attendance for sessional childcare.</p> <p>Preschool room 2:</p> <p>An area of 47m² is provided in preschool room 2 for a proposed maximum of 22 children in the age range 3 years and 5 months to 6 years in daily attendance for sessional childcare.</p> <p>(2) Adequate floor space is available across the three playrooms in the service for the proposed number of children remaining in the service after sessional hours to be cared for on a part-time basis.</p>
<p>Summary Comment:</p>	<p>There is adequate space across the three rooms in the service to care for a total of 49 children at any one time in the service. Adequate floor space is provided to care for a proposed maximum of 10 children in the toddler room and up to a proposed maximum of 15 children across preschool rooms 1 and 2 availing of a part-time service.</p>