

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D: TU2015MO116

Name of Service: Foxford Childcare Group Ltd. – The Growing Tree

Address of Service: Admiral Brown Road, Foxford, Co. Mayo. F26 A381

Email Address: thegrowingtreefoxford@gmail.com

Name of Registered Provider: Ms. Jean Murray

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

Proposed change: Change in Service Type from Sessional to Part Time.
Change in hours of operation from 08:55-12:05 to 09:00-14:00.

Proposed Number of Children: 55 (no change)

Recommended Change Following Inspection: All changes approved fully

Registered change: Change in Service Type from Sessional to Part Time.
Change in hours of operation from 08:55-12:05 to 09:00-14:00

Date of Inspection: 0 4 0 8 2 0 2 3

Inspection undertaken by: H. Heagney

Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Clinical & Administration Building, Block A - (1st Floor-Green Corridor), Merlin Park, Galway.

Rationale for Inspection:
Proposed Change of Circumstance

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

Registration Status: Registered Part Time Service for 55 Children

Date of Registration 31st August 2023



Child and Family Agency Act 2013
Child Care Act 1991 (Early Years Services) Regulations 2016

Version 05
Implemented- Aug 2022
EYIPRIPCOCs01-2017

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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).

<p>Description of Service</p>	<p>This community operated service proposes to offer a part time service from 9.00hrs to 14.00hrs, from Monday to Friday. An Early Childhood Care and Education (ECCE) and sessional care pre-school programme will continue to be offered. The pre-school proposes to continue to cater for children aged between 2 years and 8 months to 6 years of age. A school aged programme will also be continued to be provided. The pre-school continues to cater for a maximum of 55 pre-school children at any one time. The person in charge advised that a child centred play-based pre-school curriculum focusing on emerging interests and an enquiry-based programme will be provided.</p>
<p>Premises</p>	<p>This pre-school proposes to continue to operate three playrooms in a detached purpose-built premises in the outskirts of Foxford Co. Mayo. The indoor playrooms will be named Room 1, Room 2, and Room 3. It is proposed that Room 1, Room 2, and Room 3 will continue to cater for children on a sessional and ECCE programme. It is proposed Room 2, will additionally accommodate the children attending on a part time basis. It is proposed Room 3, and the upstairs converted attic room, will accommodate the school age programme.</p> <p>There is a newly renovated kitchen and newly renovated sanitary areas. Quiet rest areas are provided in each of the pre-school rooms to facilitate a child to rest or opt out of an activity if he or she chooses. There are sleep mats for any child attending the part time service, requiring sleep provision. There are secure outdoor play areas to the rear of the premises for children to have fresh air and a range of play experiences.</p>
<p>Staffing</p>	<p>The registered provider is supernumerary and not on the premises daily. The pre-school has two named persons in charge. Eleven staff will work in the premises. It is proposed that eight staff including the two persons in charge will work directly with the children and hold a Quality and Qualifications Ireland (QQI) at a Level 5 or over, in Early Childhood Care and Education. The staff have documentary evidence of on-going training and education. There is a designated chef will prepare, cook, and serve a meal to the children</p>

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	attending on a part time basis and attending the afterschool programme. There is a designated finance manager and a designated cleaner also working in the service.
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 one of the persons in charge and the finance 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 designated persons in charge and a named person available to deputise.

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.

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

(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times

Requirement met:	<p>The requirement has been met.</p> <p>(1)</p> <p>It is proposed that there will be an adequate number of staff working directly with the pre-school children.</p> <p>It is proposed that there will be a maximum of</p> <ul style="list-style-type: none"> • 11 children at any one time in Room 1, • 22 children at any one time in Room 2, • 22 children at any one time in Room 3 <p>attending the sessional ECCE programme.</p> <p>It is proposed Room 2, will accommodate the children attending on a part time basis.</p> <p>It is proposed Room 3, and the upstairs converted attic will accommodate the school age programme.</p> <p>It is proposed that there will be eight staff, who hold a qualification at a minimum of Quality and Qualifications Ireland (QQI) Level 5, in Early Childhood Care and Education, working directly with the children.</p> <p>(8)(a)</p> <p>The registered provider is aware of the requirement to have at least two adults on the premises.</p>
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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.*
- (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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(1)(a)

The design, organisation, and resourcing of Room 2 and outdoor environment would be able to support each child’s wellbeing, learning and development, within the ethos and philosophy of the service.

Room 2 playroom was divided into areas that were supplied with materials organised in a way to support proposed children’s play, development, and learning. It was designed and arranged to

- maintain a space that was clean, organised, and free of clutter,
- give all proposed children access to the same facilities, activities and play opportunities, to promote their welfare and development.

The equipment was stored on low-level shelving and was thereby readily accessible to the children.

The play equipment and materials were age and stage appropriate, they were designed to offer a child manipulative activity, to encourage hand eye co-ordination, to develop fine motor skills and logical thinking.

Room 2

Play materials and equipment were developmentally appropriate and items included a water basin with bottles, boats, sea world, jugs, and toys. There were art and craft materials including brushes, sponges, bobbins, stickers, stencils, toothbrushes, containers, playdough, rolling pins, shape cutters, aprons, and art trays. There were easels, chalk boards and writing areas. There were massage brushes, counters, wooden rainbow insets, floor puzzles, buttons, threading materials, pins, magnet numbers, books, musical instruments, magnets, clips, suckers, small world, links, connectors, shapes, and blocks. There was a construction table, toolbox, and tools. There were garages, tracks, and transport vehicles, including cars, tractors, diggers, and trucks. There were stickle bricks, stacking materials, sea, and farm animals. There was a kitchen with toaster, iron, food items, shop register, plates, cups, mixer, coffee machine, ironing boards, pots, pans, telephones, and utensils. There was dress up

clothing on a rail, hair and vanity accessories, hats, bags, and helmets. There were cuddly toys, dolls, and doll accessories.

Displayed on the walls were educational posters, visual aids, posters, and artwork. There were five notice boards in Room 2 for children’s artwork and an additional notice board in the lobby area. There was a family wall, problem solving, curriculum and birthday displays.

(1)(b)

Restful quiet areas were available in the form of a bean bags, mats, and cushions to facilitate a child to rest or opt out of an activity if he or she chose to.

There were sleep mats available for any child attending the part time service requiring sleep provision.

(3)(a)

Outdoor area

The person in charge advised that the outdoor area was an extension of the indoor environment and linked with the learning that goes on inside.

The person in charge advised that the children would have the opportunity to be outside as often as possible, in all weather conditions.

The outdoor play areas were to the rear of the premises and consisted of a combination impact absorbing, and grass surfaces with concrete pathways.

The outdoor areas were secured by walls, double fencing, and gates. There were all-weather sheltered areas with sky windows adjacent to Room 2 and Room 3. There was an additional all-weather sheltered area with a sensory table, that was separated into section, with sand, rice, train tracks and animals. There were transport vehicles, a section of toys, buckets, chalk, spades, containers, and boats. There was a wooden boat with slides, three climbing nets, an under the deck area, a wobbly bridge and three deck vantage point areas. There was a pitch with two anchored goal posts. There was an apex ‘hen’ house with climbing rope and ladder. There was a sand house with sand and a selection of utensils. There were mounted blackboards, easels, rockers,

rackets, and inset tyres. There was a mud kitchen with cooker. There was a polytunnel with potatoes, pumpkins, flowers, tomatoes, peas, carrots, shelving, rubber matting, compost, and pots. There was a concrete shed with galvanized roof and door, for the storage of toys and equipment such as bicycles and ride on toys. The person in charge advised that toys and equipment would be rotated on a seasonal interest theme basis. There was a secure bespoke pathway with a gate, from the rear of the outdoor play area to the nearby primary school.

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 service had a healthy eating policy.

It is proposed that parents and guardians will provide food for their child’s morning snack time.

The person in charge is proposing that children attending the service on a part time basis will have their second meals, (which will have two food groups), supplied by the service.

The person in charge advised that there will be a supply of food in a pantry store, for any child requiring additional food.

A drinks table will be available in each playroom and in the outdoor area to allow the children the opportunity to ‘self-serve’ their drinks.

Perishables items from children’s lunch boxes will be stored in a designated fridge, in a storeroom, adjacent to each of the three playrooms.

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:

General Safety

- There was a buzzer access system into the main entrance front door.

- The staff only areas - kitchen, two offices, adult only sanitary areas and storage areas were secure and thereby inaccessible to a pre-school child.
- The external play areas were secure so that children could not leave the area unsupervised and unauthorised persons could not enter the area.
- Fire doors throughout the building were unobstructed.
- All cleaning agents were stored inaccessible to the children.
- A system was in place to ensure that daily records of attendance were kept for all of the children.
- Leads, cables, and flexes were wall mounted and secured to prevent any trips or strangulation hazard.
- The oil heating system was thermostatically controlled, to ensure the temperature was maintained between 18°C to 22°C. There were four radiators in Room 2.
- Thermostatically controlled warm water not exceeding 43°C was available to facilitate hygienic hand washing without risk of scalding the children. The water temperature reading on the day of inspection was 39°C.
- Heavy equipment and furnishings were anchored appropriately.
- There were three windows in Room 2 with openable high sections which were thereby inaccessible to the children. Additionally, there were sky windows in Room 2.
- There were staff lockers in the storerooms inaccessible to children, for the safe storage of personal belongings.
- There were service records of a regular pest control system.
- All toys and play equipment were observed to be safe and in good condition.
- There was a documented risk assessment system for the indoor and outdoor play areas. The service had a 'daily health and safety checklist' risk assessment system for checking that toys and equipment were not broken, in a clean condition and maintained in a good state of repair, and there were no hazards or concerns.

- The registered provider clearly identified to the early years inspector, the drop off and collection procedures for the children.
- There were no pits or ponds in the outdoor area to cause any risk of danger to the proposed pre-school children.

Infection Control

- Hand washing facilities were provided with a supply of warm water, liquid hand soap and disposable paper hand towels.
- The toys and play equipment were maintained in a clean and hygienic condition.
- The person in charge advised that the outdoor play equipment would be cleaned prior to and after a child’s use, with documented records maintained.
- A refrigerator was provided in the adjacent storeroom of each playroom, for the storage of perishable foods.
- Room 2 was kept adequately ventilated with the windows and doors left open whilst maintaining the room temperatures at the required levels.
- The passive ventilation cover in the sanitary area was kept in a clean condition.
- In Room 2 there were wipeable surfaces on the worktops, shelving, and tables tops.
- The person in charge showed the inspector the cleaning schedule template and cleaning records for the materials, equipment, and furnishings.

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

Requirement met:

The requirement has been met.

(1) Four staff members working in the proposed pre-school had a first aid qualification.

	<p>(2)(a) A suitably equipped first aid box was available and in an easily accessible conspicuous position in Room 2.</p> <p>(b) The first aid box was readily available, in Room 2, with content items within date.</p>
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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:	<p>The requirement has been met.</p> <p>(1)(a) Arrangements were in place to record monthly fire drills.</p> <p>(b) A record of the number, type, and maintenance of firefighting equipment in the service was on file.</p> <p>Records indicated that the last annual maintenance for the firefighting equipment was dated 22nd of September 2022.</p> <p>Records indicated that the last annual maintenance certificate for the smoke and fire detection system was dated 4th of August 2023.</p> <p>(4) A notice of the procedures to be followed in the event of a fire was displayed in each playroom.</p>
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Part VI – Safety

Regulation 28 – Insurance

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

Requirement met:	<p>The requirement has been met.</p> <p>The service had an insurance with an expiry date 27th of March 2024, which was for a part time care service for 55 pre-school children and 48 school aged children including the following: -</p> <ul style="list-style-type: none"> • public liability insurance, • insurance against fire and theft,
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- buildings insurance,
- insurance for outings undertaken as part of the service provision.

Part VII – Premises and Space Requirements

Regulation 29 – Premises

A registered provider shall ensure that the premises of the service are—

- of sound and stable structure,
- safe and secure,
- kept adequately lit, heated and ventilated,
- cleaned, maintained and repaired, as required, and
- equipped with adequate and suitable sanitary facilities.

Requirement met:

The requirement has been met.

- From a visual inspection Room 2 was of sound and stable structure.
- Room 2 and the outdoor play areas were safe and secure.
- There was natural lighting in Room 2 with windows on the outer walls. There were four sky ceiling windows and four windows on outer wall and a glass viewing panel between Room 2 and the lobby corridor.
 The Room 2 playroom was well ventilated by means of the openable windows and doors.
 The artificial lighting provided in Room 2 playroom was shatter proof.
 The oil heating system had a thermostatically controlled thermostat to allow the recommended room temperature of between 18°C and 22°C. On the day of inspection, Room 2 temperature was 19.5°C.
 The warm water in the sanitary area and in the accessible children’s sink was maintained at a safe temperature of 35.2°C and the person in charge advised it would be no greater than 43°C.
- In the proposed Room 2, the play and work equipment were clean and in good repair.
 Cleaning equipment was safely stored away from and inaccessible to the pre-school children.
 From observation, the furnished Room 2 and the outdoor area was maintained in a clean and hygienic condition.

	<p>(e) Adequate and suitable sanitary facilities were provided.</p> <p>New flooring and partition units were installed in the children’s sanitary areas in August 2023.</p> <p>There were seven designated children’s toilets with seven designated children’s wash hand basins in the premises.</p> <p>There were three children’s toilets between Room 1 and Room 2. Each room had a door with direct access.</p> <p>There were two designated adult only toilets with two designated wash hand basins in the pre-school.</p> <p>There was a designated nappy changing area and an airtight sealable bin for the disposal of nappies in the sanitary area between Room 1 and Room 2.</p> <p>There was a supply of disposable aprons and gloves for staff involved in the nappy changing procedure.</p> <p>Liquid soap dispensers and paper hand towels in designated dispensers were within easy access to a pre-school child.</p> <p>Foot pedal lidded bins were provided in the sanitary areas.</p>
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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.*
- (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*

Requirement met:	<p>The requirement has been met.</p> <p>(1) Adequate floor space was provided in the proposed Room 2 playroom for the free movement of children to work and play.</p> <p>(2) & (4)</p> <p>The registered provider will ensure that the minimum clear floor space is adhered to for pre-school children. The measurement of the proposed Room 2 floor space was</p>
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59.99 square meters thus adequate space was available for the work, play and movement of the proposed children attending.

thus, ensuring

- a minimum of 1.818 square metres of clear floor space will be available for each child proposing to attend the sessional service.

and

- a minimum of 2.35 square metres of clear floor space will be available for children aged 2 to 3 years, proposing to attend the part time service.
- a minimum of 2.3 spare metres of clear floor space will be available for children aged 3 to 6 years, proposing to attend the part time service.