

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Tusla I.D: TU2015SO064

Name of Service Toadstool Cottage

Address of Service: Ballyrush, Sligo, F52 D402

Email Address: toadstoolcottage@yahoo.com

Name of Registered Provider: Michael Murphy

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

Proposed change:	Split one existing large ECCE room into two smaller rooms
Proposed Number of Children:	44
Recommended Change Following Inspection:	Room is divided in to two smaller rooms. Room A approved for 11 preschool children in a sessional service. Room B approved for 10 preschool children in a sessional service. Total of 43 children.
Registered change:	Change in number of children that can be accommodated from 44 to 43, due to dividing one room into two smaller rooms.

Date of Inspection: 1 5 0 9 2 0 2 3

Inspection undertaken by: L Costello
Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Early Years Services, Markievicz House, Barrack St, Sligo. F91 XC84

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 43 Children
Date of Registration	25 th October 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	Toadstool Cottage is a community run full day care early years' service, which was established in February 2008, in a rural setting a few kilometres from Castlebaldwin village. The service is currently registered to cater for a maximum of 44 preschool children, ranging from 0 to 6 years of age and the operating hours are 08:00 to 17.30.
Premises	The service operates from a converted and adapted domestic house in the countryside. There are three rooms available to children with a proposal of reopening an additional room. The kitchen is separated from the play areas by a lobby area. The outdoor area is a spacious fully contained area, with direct access of the lobby area.
Staffing	The registered provider is a committee member and not involved in the daily operation of the service. The manager is the person in charge. There are a total of 11 adults employed within the service, 9 of these adults work directly with the children including the person in charge.
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 wish to acknowledge the cooperation of the 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:

This requirement has been met.

(1) (a) The registered provider has ensured that there will be a person in charge working in the service at all times and person who is able 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.

Requirement met:

This requirement has been met.

(1) The registered provider confirmed that they are aware of the minimum ratio of adults to children specified in Part 2 of Schedule 6 and will ensure that an adequate number of adults will at all times work directly with the number of children attending the 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.

(2) A registered provider—

(b) of a full day care service, a part-time day care service, a sessional preschool service or a childminding service that moves premises on or after 30 June 2016, shall ensure that a suitable, safe and secure outdoor space to which the preschool children attending the service have access on a daily basis is provided on the premises.

Requirement met:

This requirement has been met.

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	<p>(1) (a). Adequate and suitable facilities were provided for the children to play indoors and outdoors. The proposed care rooms were bright and spacious and well laid out with various equipment and play materials on open low level shelving units. Interest areas included home corner, dress up, construction area, building blocks, puzzles, books and arts and crafts in both care rooms.</p> <p>(1) (b). Adequate and suitable rest facilities were available for preschool children to rest during the day if required. In one corner of the proposed room a rest area with soft cushions and flooring was available for children to rest throughout the day. Low level beds stored adjacent to the room are available which can be laid out in the room for those children remaining in the service for full day care provision.</p> <p>(2) (b). The service has a large secure outdoor area on the premises. This area is equipped with a variety of materials including playhouses, swings, slides, see saws, trikes, bikes. A natural area for children to explore included fruit trees and planting area to facilitate learning.</p>
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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:

This requirement has been met.

A separate kitchen was available in the service for the preparation of food. A 4-week rolling menu plan was available in the service in line with the service healthy eating policy. The person in charge explained that a hot meal is served daily as the main meal alongside two snacks provided by the service for the children attending on a part time or full time basis. Children in the sessional service bring in a snack from home in line with the healthy eating policy which is communicated to parents on enrolment to service. All perishable items sent in from home is stored in the fridges in the care room.

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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:

This requirement has been met.

- External doors were adequately secure to ensure the safety of the children within and to avoid unauthorised persons entering the service or children exiting unsupervised. The entrance door was equipped with a buzz in entry system.
- Facilities were accessible for the safe and secure storage of cleaning agents and equipment. A cleaning schedule was in place.
- The kitchen area was inaccessible to children.
- Materials and resources were maintained in a good state of repair.
- There was provision for the appropriate storage and disposal of waste including foot operated pedal bins in the care room and sanitary area.
- The service had an active contract with a pest control agent.
- The outdoor area was appropriately secure, with fencing and gates for access.
- The room divider used to separate the two care rooms is in good working order and has no sharp edges. It is secured to the wall and ground creating a stable structure.

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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) Certification was available to evidence that 10 members of staff were trained in first aid for children. Therefore, a person trained in first aid for children was available to children at all times.
- (2) A suitably equipped first aid box was available in the service and stored in a conspicuous location within the service.

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:

This requirement has been met.

- (1) (a). The person in charge demonstrated that fire drills take place monthly in the service and provided appropriate documentation for recording them.
 - (1) (b). There was a record to indicate the number type and maintenance of the firefighting equipment and smoke alarms in the service. The last service date 29.03.2023.
 - (4). A notice of the procedures to be followed in the event of a fire was displayed in a conspicuous location in the proposed care room.
- The change in the sessional room has been reviewed by the fire officer and as each area has clear exit doors this change meets compliance.

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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:

This requirement has been met.

Evidence that the service is adequately insured for the increase in children with the change in use of the proposed care room has been submitted to the registration office. 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:

This requirement has been met.

- (a) The proposed care rooms for use in the preschool on visual inspection appears of sound and stable structure with no evidence of mould growth, cracks in structure or dampness.
- (b) Entrance to the service was safe and secure with a buzz entry system in place. The outdoor area had a secure perimeter with access only through the service or a monitored gate.
- (c) The proposed care rooms were adequately lit with a natural light supplied by large windows. Artificial light was available if required. The service was heated by oil and the service had a record of the maintenance of this system. Ventilation in the care room was provided naturally by open windows. The

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	<p>internal nappy changing area and sanitary accommodation had a mechanical ventilation system in place, which appeared in good working order.</p> <p>(d) The care rooms were clean and well maintained. A cleaning schedule and checklist was displayed on the wall of the care rooms.</p> <p>(e) The service was equipped with adequate sanitary facilities. There was one toilet and wash hand basin designated for use by children of each care room. Thermostatically controlled hot and cold water was available in the sanitary areas. All wash hand basins had a supply of liquid soap, hand towels and foot operated waste bins suitable to appropriate hand hygiene.</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.*

Requirement met:	<p>This requirement has been met.</p> <p>(1) Adequate clear floor space has been provided for the work, play and movement of children.</p> <p>(2) A clear floor area of 20.372m² was measured in the Room A care room which is sufficient to cater for a maximum of 11 pre-school children aged between two and three years to attend the services sessional service.</p> <p>A clear floor space of 18.587 m² was measured in Room B care room which is sufficient to cater for a maximum of 10 pre-school children aged between two and three years of age to attend a sessional service.</p>
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