

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D: TU2015WH071

Name of Service Busy Little Bees

Address of Service: Community Hall, Castletown Geoghegan, Mullingar, Co. Westmeath

Email Address: busylittlebeescreche@gmail.com

Name of Registered Provider: Annie Carroll and Caroline Maloney

Type of Proposed Service:	Full Day Care	<input 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: Temporary change of premises from previous location in Station Road to the Community Hall, Castletown Geoghegan, Mullingar, Co. Westmeath

Proposed Number of Children: Registered for 30 children attending on a sessional basis.

Recommended Change Following Inspection: Temporary change of premises to the Community Hall, Castletown Geoghegan, Mullingar, Co. Westmeath

Registered change: Temporary change of premises to Community Hall, Castletown Geoghegan, Mullingar, Co. Westmeath until 31st December 2023

Date of Inspection: 1 6 0 5 2 0 2 3

Inspection undertaken by: C O' Connor Hughes

Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Early Years Inspectorate, SAP office, St Loman's Campus, Mullingar, Co. Westmeath

Rationale for Inspection:
Proposed Change of Circumstance

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

Registration Status:	Registered Sessional Service for 30 Children
Date of Registration	5 th September 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	This sessional service currently operates an Early Childhood Care and Education scheme from 08:45 to 11:45 on a Monday to Friday basis.
Premises	<p>The premises is the local community hall located in Castletowngeoghegan, Co Westmeath. The premises consists of large community hall (with stage) a second room with kitchen, a lobby area and sanitary accommodation.</p> <p>This community hall is still in use as a community facility and proposed to be used by the pre-school service in the mornings which means that all play equipment must be cleared away and set up daily. The sanitary accommodation is used by the public when the service is not in operation.</p> <p>There is an outdoor space at the rear of the premises.</p>
Staffing	Three staff are employed in the service including both registered providers.
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>
Additional Information	<p>This service is operating outside their registration with the TUSLA registration office as the service moved location from it's previous service in Station Road, Castletowngeoghegan, Co. Westmeath to the community hall on the 17th of April 2023.</p> <p>May 17th 2023. An immediate action notice was issued by the Inspection and Registration manager in respect of Regulation 23 Safeguarding health, safety and welfare of the child, (General Safety).</p>

The response received from the registered providers on the 18 May 2023 was inadequate to address the safety issues identified and was not accepted.

May 18th 2023

A letter seeking further clarification in respect of Regulation 23 Safeguarding health, safety and welfare of the child, (General Safety) was issued by the Inspection and Registration manager.

The response received from the registered providers on the 19 May 2023 was inadequate and no evidence was submitted to support the actions stated by the registered providers. The response was not accepted.

May 26th 2023

The fit for purpose inspection report was sent to the registered providers with a request for the following from the National Registration Manager (Escalation and Enforcement).

- Evidence to address the requirements not met under Regulation 23 - Safeguarding health, safety and welfare of child, Regulation 26 – Fire Safety Measures and Regulation 29 – Premises
- A response to the immediate action notice that required further attention.
- To provide evidence on the actions stated to address the immediate risk identified to the safety of children.
- A request that the completed registration requirement form and evidence be submitted by close of business, Friday, 9th June 2023.

The registered providers were informed of the date for attendance at a regulatory enforcement meeting to be held on the 14 June 2023.

June 14th 2023

A regulatory enforcement meeting was held with the registered providers, the national registration Manager and the national inspection manager.

June 19th 2023

Further evidence was submitted by the registered providers requested at the regulatory enforcement meeting.

June 21st 2023

A fire referral was made to the Chief Fire Officer, Westmeath County Council who made specific requirements to the registered providers to be put in place in the service.

July 21st 2023

Further evidence was submitted by the registered providers.

August 4th 2023

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Following the review of representation submitted to the Early Years Inspectorate on 12th June 2023, 19th June 2023 and 18th July 2023, this change was not approved as the regulatory requirements were not met under:

- Regulation 23 - Safeguarding health, safety and welfare of child:
The following requirements as specified by the chief fire officer was not submitted:
 - No evidence of staff training as required by the fire officer was submitted.
 - No evidence was submitted that the childcare facility has adequate supervision at all times.
 - No evidence submitted of fire drills submitted.
- Regulation 29 – Premises: The following requirements remain unmet:
 - A maintenance certificate was not submitted in respect of the electric heaters and storage heaters used as a heating source in the premises due to be serviced on the 29 June 2023. The requirement was not met.

August 16th and August 22nd 2023.

Further evidence was submitted by the registered providers.

The outstanding requirements as outlined above under Regulation 23 and Regulation 29 were met.

Following the review by the National Registration Enforcement Panel at a meeting on the 5th of September the change in circumstances application has been approved for a fixed period, until 31st December 2023.

Acknowledgements

The Inspector wishes to acknowledge the cooperation of registered providers 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:

The requirement was met.

(1)(a)

The pre-school service has a named designated person in charge and deputy person in charge.

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:

The requirement was met.

The registered providers and a staff member operate the sessional service.

The registered providers stated they have an additional staff member that can cover for extra support and nappy changing duties in the service.

30 children aged 2- 6 years are in attendance in the service and with the proposed four adults, the adult:child ratio will be met.

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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, 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)(b) A registered provider—

(a) 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:	<p>The requirement was met.</p> <p>(1)(a) Adequate play facilities were available for children. Low level tables and chairs were noted, materials were accessible on low level shelving units. A construction area and arts and crafts area were noted.</p> <p>(b) Suitable rest facilities are available in both rooms.</p> <p>(2)(b) A small outdoor space is available on the premises which is safe and secure.</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:	<p>The requirement was met.</p> <p>Parents provide snacks for children attending on a sessional service.</p> <p>A fridge was available in the kitchen area for the storage of perishable goods.</p>
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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:	Not applicable
Requirement not met:	<p>The requirement was not met.</p> <ol style="list-style-type: none"> 1.Children had access to the main road from the front door of the service. There was no protective mechanism in place to ensure a child’s safety and to prevent a child escaping to the road. 2. The entrance and exit doors in the premises are fire exit doors with push bars. These doors are accessible to children and could be opened by children giving them access to leave the service at any time. 3.The fire assembly point was noted at the side of the service which was too near the road for the safe evacuation of children in the event of an emergency. 4.The kitchen and it’s contents within were accessible to children in the service. 5.The surface temperature recorded at the radiators was 56.4 degrees Celsius in playschool room 1 which posed a potential risk of a burn injury to a child. The temperature of the radiators was adjusted and the temperature was recorded at 49 degrees Celsius.
Response from Provider:	<ol style="list-style-type: none"> 1. Preventive Action; By putting the barriers will prevent children access to the road in the front of the service. 2. Preventive Action; we have prevented the children having access to the fire doors with push bars while the fire doors are not blocked. 3. In moving the fire assembly point. It is a safer assembly point for fire drills. 4. Preventive Action; Placing these gates in the kitchen area prevented children having access. 5. Rectified the temperature on the day of inspection.
Summary Comment:	<p>Multiple submissions were made in respect of the requirements not met on the 13.06.23, 19.06.23 and the 25.07.23. The early years inspectorate reverted following each submission and advised of outstanding requirements not met.</p> <p>The following requirements remain unmet:</p>

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	<p>2. A statement was submitted of how to use the safety gates. However, the following requirements as specified by the chief fire officer was not submitted:</p> <ul style="list-style-type: none"> • No evidence of staff training as required by the fire officer was submitted. • No evidence was submitted that the childcare facility has adequate supervision at all times. • No evidence submitted of fire drills submitted. <p>Therefore, the requirement of this regulation is not met and poses an ongoing risk to children.</p> <p>23.08.23 Evidence submitted. The requirement was met.</p>
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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:	<p>The requirement was met.</p> <p>(1) The registered providers were qualified in first aid response (FAR) training.</p> <p>(2)(a) Two first aid boxes are located in a conspicuous position in the pre-school rooms in the service.</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 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:	The requirement was met. (1)(a) A fire register is available for monthly fire drills to be conducted in the pre-school service. (b) Maintenance records were available for smoke alarms and fire- fighting equipment dated the 19 December 2022.
Requirement not met:	The requirement was not met. (1)(b) 1. There was no record of the number and type of firefighting equipment and smoke alarms in the service. (4) The notice of procedures to follow in the event of a fire was not displayed in a conspicuous location in the service.
Response from Provider:	(1)(b) All fire equipment is now outlined on our map provided. (4) All fire procedures are all placed at all fire exits.
Summary Comment:	13.06.23 Evidence submitted. The requirement was met.

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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:

The requirement was met.

The insurance certificate indicated that there was cover in place for the number of children attending the service. The expiry date noted was the 27 March 2024.

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 was met.

(a)

The premises visually appeared to be of sound and stable structure.

(c)

Heating for the premises is provided by means of wall mounted electric heaters installed near the ceiling in room 2. Electric storage heaters provide heating in room 1.

An environmental temperature of approximately 18 to 19 degrees Celsius was recorded on 16 June 2023 in the premises.

Natural lighting is supplemented by adequate artificial lighting in the service.

Openable windows are available in the rooms and sanitary accommodation for natural ventilation.

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	<p>The service is connected to both the public drainage and public water supply.</p> <p>(d) The floors and the walls are in a good state of repair and maintenance in playschool room 1. A cleaning schedule was available for the service.</p> <p>(e) Three toilets and three wash hand basins are available in the sanitary accommodation.</p> <p>A nappy changing unit is in place in the staff toilet with one wash hand basin.</p>
<p>Requirement not met:</p>	<p>The requirement was not met.</p> <p>(b) The service was not safe and secure as evidenced by the findings documented under regulation 23 above.</p> <p>(d) 1. The walls required painting in playschool room 2. 2. Cobwebs and dust was noted in the sanitary accommodation and required cleaning. 3. The ventilation grid had a build- up of dust and required cleaning in the nappy changing area. 4. A maintenance certificate was not available for review in respect of the electric heaters and storage heaters used as a heating source in the premises. 5. A point of entry for potential rodents was noted at the front of the service. 6. Pest control documentation was not available for review.</p> <p>(e) 7. There was no hand towel dispensers in the sanitary accommodation and the nappy changing area for effective hand hygiene. 8. There were no toilet roll holders in the toilet cubicles. 9. There were no foot operated pedal bins available in the sanitary accommodation and in the nappy changing area.</p>

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	<p>10.The water was too cold in the sanitary accommodation for effective handwashing.</p> <p>11. One toilet seat was missing from the toilet in the sanitary accommodation.</p>
<p>Response from Provider:</p>	<p>(b) The stair gates were placed there for the safety of the children which could not have access to these doors.</p> <p>(d) 1. We have painted the walls as they are fresh and ready for the children’s art – work. 2. All cobwebs and dust are completely removed and now cleaned and this action on a regular basis. 3. The ventilation grid has been cleaned and cleaning of the nappy area in the bathroom has been completed. 4. We have contacted a contractor. The committee of the community hall has also tried on our behalf. They tried to get us an earlier date. The only service date they gave us was 29th of June. It is booked in for that date. 5.Two grids have been purchased and placed on the outside of the building. 6. Bait boxes were placed beside bins at the side entrance and documentation is in place.</p> <p>(e) 7. Hand dispensers were put in place immediately. 8.Toilet roll holders were put up with immediate effect. 9. Pedal bins are in place with immediate effect. 10. Temperature is at the right degrees for hand washing. 11. New toilet seat was purchased and installed immediately. Checking regularly now to prevent coming off.</p>
<p>Summary Comment:</p>	<p>Multiple submissions were made in respect of the requirements not met on the 13.06.23, 19.06.23 and the 25.07.23. The early years inspectorate reverted following each submission and advised of outstanding requirements not met. The following requirements remain unmet:</p> <p>(b) Refer to the requirement not met in respect of Regulation 23.</p> <p>(d) A maintenance certificate was not submitted in respect of the electric heaters and storage heaters used as a heating source in the premises due to be serviced on the 29 June 2023. The requirement was not met.</p> <p>23.08.23 (b)(d) Evidence submitted. The requirement was met.</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.*
- (3) *A registered provider of a sessional pre-school service or a pre-school service in a drop-in centre shall ensure that a minimum of 1.818 square metres of clear floor space is available for each child attending the service.*

Requirement met:

The requirement was met.

(1)

Adequate clear floor space was available to provide the children with an environment to work, play and move freely.

(2)

The measurements of 150 metres square meet the required floor space for the thirty children attending the service on a sessional basis.

(3)

A minimum of 1.818 square metres of clear floor space is available for each child attending the service.