

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

<b>Tusla I.D.:</b>	TU2015WW105
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<b>Name of Service</b>	Donard Glen Daycare
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<b>Address of Service:</b>	Donard Demesne, Donard, Co. Wicklow W91 WY17
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<b>Email Address:</b>	admin@donardglendaycare.ie
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<b>Name of Registered Provider:</b>	Ms. Fionnuala Tyrell
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<b>Type of Proposed Service:</b>	<b>Full Day Care</b>	<input checked="" type="checkbox"/>	<b>Part-Time</b>	<input checked="" type="checkbox"/>	<b>Sessional</b>	<input checked="" type="checkbox"/>
	<b>Drop-In</b>	<input type="checkbox"/>	<b>Childminding</b>	<input type="checkbox"/>	<b>Temporary</b>	<input type="checkbox"/>

<b>Proposed change:</b>	To change the number of children the service can accommodate from 42 to 51 in existing rooms.
<b>Proposed Number of Children:</b>	51 children
<b>Recommended Change Following Inspection:</b>	Service can accommodate 51 children as proposed.
<b>Registered change:</b>	Change in Number of Children from 42 to 51 children

<b>Date of Inspection:</b>	3	1	0	7	2	0	2	4
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<b>Inspection undertaken by:</b>	H. Bourke
<b>Title:</b>	Early Years Inspector

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

<b>Tusla Early Years Inspectorate Address:</b>	Tusla Child and Family Agency  First Floor Trinity Building, IDA Business Park,  Southern Cross Road, Bray, Co. Wicklow
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<b>Rationale for Inspection:</b>
<b>Proposed Change of Circumstance</b>

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

<b>Registration Status:</b>	<b>Registered Full Day, Part-Time, Sessional Service for 51 Children</b>
<b>Date of Registration</b>	<b>13<sup>th</sup> August 2024</b>

<b>Authority to Inspect</b>
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>	This service was first established in 2002 and is a non-profit community day care facility. The pre-school is registered to provided care and education to children aged between one years and six years of age. The service operates between the hours of 07.30 hrs and 18.30 hrs Monday to Friday and also participates in the Early Childhood Care and Education (ECCE) scheme and operates a sessional service for 38 weeks of the year. The service also provides an after-school facility and a breakfast club.
<b>Premises</b>	The building is a purpose-built premises located on the outskirts of Donard village in Co. Wicklow. There are six pre-school rooms, a dedicated sleep room, a kitchen, dining area, staff room, manager's office and a dedicated laundry room. There is a large, secure outdoor area to the side of the premises, which the children have daily access.
<b>Staffing</b>	There are currently eleven adults employed in the service. This includes the manager, administrative staff and a chef. The registered provider is the chairperson of the

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

	committee that operates the pre-school service and does not work directly with the children.
<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 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 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:

The requirement has been met.

(1)(a)

The registered provider has ensured that there is a designated person in charge and a named person to deputise if required.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

### 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 has been met.

(1)

The service can accommodate 42 children on a sessional, part time and full-time basis with an adequate number of adults working directly with the children during their day.

The registered provider will ensure that there are an adequate number of staff in place when the child numbers increase.

### 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.*

#### Requirement met:

This requirement has been met.

(1)(a)

The service comprises of six care rooms. The rooms are bright and spacious and well laid out to cater for the age range of children who are attending in each room.

(b)

There is a cot room with six standard cots at present located in Room 1. Storable low-level beds have been provided for children over two years of age and suitable rest areas are provided in each care room.

# 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:

The requirement has been met.

Parents provide all morning snacks for their child attending on a sessional, parttime and fulltime basis. There is a breakfast club which is available to all children, provided by the pre-school in addition to a hot lunch and a snack in the afternoon. All snacks and meals are in line with the healthy eating policy of the service. Refrigerated storage facilities are available for perishable snacks.

The chef employed in the pre-school makes the breakfast, hot lunches and prepares the afternoon snack on a daily basis. Portable water and fresh milk are available for children. If a child requires additional food the onsite the kitchen can provide a healthy snack as needed.

### 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 met.

- The manager stated the front door is locked at all times, ensuring children cannot leave the service unsupervised and unauthorised access to the service cannot occur.
- The emergency exit doors were unobstructed.
- Storage is available for children’s belongings.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

	<ul style="list-style-type: none"> <li>• Cleaning materials and equipment are locked in the laundry room in the service.</li> <li>• The kitchen is inaccessible to children.</li> <li>• A fridge is available in the kitchen for the storage of food.</li> <li>• A cleaning schedule for toys and equipment was available</li> <li>• The sanitary accommodations were well stocked with a sufficient supply of liquid soap, warm water and paper hand towel. Foot pedal bins were available in all sanitary areas, for the safe disposal of used paper towels.</li> <li>• The pre-school rooms and sanitary accommodations are ventilated by openable windows.</li> <li>• Turnkey mechanisms are available on all external doors and emergency exits.</li> </ul>
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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)

Four staff employed in the service have a current certification in FAR training.

(2)(a)

A suitably equipped first aid box was available in each care room.

(b)

The first aid box was clearly identifiable and readily accessible in each room.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

### 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 has been met.

#### (1)(a)

The manager confirmed that fire drills will continue to be carried out in all pre-school rooms on a monthly basis.

#### (b)

The maintenance record of the firefighting equipment and the smoke detection system was available and dated the 12<sup>th</sup> of June 2024 and the 4<sup>th</sup> of July 2024 respectively.

#### (4)

There were notices available in conspicuous positions in all care rooms of the procedure to be followed in the event of a fire.

### 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.

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.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

Full insurance was provided to the registration office. There was evidence of an insurance policy for 75 pre-school and school aged children in place which expires on the 27th of March 2025.

### 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)

The service is located on the ground floor and first floor of a purpose-built facility.

(b)

The point of entry to the service is through the main door which is monitored by the manager and is locked with an electronic locking mechanism. The outdoor area is secured with a high fence and two high concrete walls. A securely locked gate allows for a one-way system from the outdoor area to car park for the service. There are four access doors from the main building to the outdoor area, the first from the ground floor reception area and the second, third and fourth from Rooms 3, 4 and 5. These access doors are monitored to prevent a child leaving unsupervised and to prevent unauthorised access to the area.

(c)

The premises benefits from natural light via windows in the pre-school rooms. There is supplemental artificial lighting also provided from covered fluorescent ceiling lights in the pre-school rooms. There is an oil-fired heating system in place.

	<p>Windows in the preschool rooms can be opened but have restrictors in place and there is natural ventilation in the sanitary areas.</p> <p>(d)                  A cleaning schedule is in place in all pre-school rooms. The premises and surrounding environment were clean and maintained.</p> <p>(e)                  The sanitary area for Room 1 and Room 3 is shared. There are two child sized toilets with two sinks and a separate nappy changing area with a sink. Rooms 4 and 5 share sanitary accommodation which consists of two child sized toilets and two sinks.                  A disability access toilet and sink are also available on the ground floor.                  On the first floor Room 8 and Room 9 share sanitary facilities between the rooms that consist of with two child size toilets and two sinks. There are two staff toilets with two adult sinks available on the first floor.                  In addition to the sanitary facilities available, all care rooms have two sinks one for adults and one for the children to use. Thermostatically controlled hot water was available in the children’s sanitary areas and the temperature of the water in the low sinks was 36.0°C.</p>
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<b>Part VII – Premises and Space Requirements</b>
<b>Regulation 30 – Minimum Space Requirements</b>
<p><i>(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.</i></p>

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

(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:

The requirement has been met.

(1)

Adequate clear floor space has been provided for the work, play and movement of the number of children proposing to attend the service as demonstrated below:

(2)

Ground Floor

Room 1. The clear floor space measured 19.64 square metres.

Room 3. The clear floor space measured 29 square metres.

Room 4. The clear floor space measured 27.17 square metres.

Room 5. The clear floor space measured 28.36 square metres.

Upstairs

Room 8. The clear floor space measured 22.54 square metres.

Room 9. The clear floor space measured 35.41 square metres.