

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D: TU2015WW162

Name of Service Little Harvard Childcare Ltd.

Address of Service: Riverside, Upper Dargle Road, Bray, Co. Wicklow

Email Address: Gov@littleharvard.ie

Name of Registered Provider: James Hargrave

Type of Proposed Service:	Full Day Care	<input checked="" 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: To increase number of children attending the service from 100 to 201

Proposed Number of Children: Proposed number of children 201

Recommended Change Following Inspection: Number of children that can be accommodated is 199

Registered change: Change in number of children that can be accommodated from 100 to 199 (Max 119 Part Time/ Full Day)

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

Inspection undertaken by: H. Bourke and M. Condon

Title: Early Years Inspectors

Tusla Early Years Inspectorate Address:
 Tusla Child and Family Agency
 First Floor Trinity Building, IDA Business Park,
 Southern Cross Road, Bray, Co. Wicklow

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 199 Children (Max 119 Part Time/Full Day)
Date of Registration 22nd 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 full day care service was first established in 2009. The service is privately owned and is registered to provide care and education for children aged between two years and six years of age. The service is open from Monday to Friday between 07.00 hrs and 18.30 hrs (including a sessional Early Childhood and Education Scheme (ECCE) service from 09.00 hrs to 12.00 hrs for 38 weeks of the year). A school age service is also provided.
Premises	The premises is a purpose built, two storey building with eleven pre-school rooms, an office, staff room, laundry room and kitchen. There is a large outdoor area to the rear of the premises, which the children have access to on a daily basis. The service is located in the urban setting of Bray Co. Wicklow and also provides an afterschool service.
Staffing	There are seventeen members of staff currently employed in the service this includes the manager, deputy manager, the regional manager and the chef. The registered provider was not on the premises and does not work with the children. The managers provided additional support in the care rooms if required.
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</p>

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	administrative and legal processes. The contents of the report are compiled by the inspectorate body.
Acknowledgements	The Inspectors wish 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	
<i>(1) A registered provider shall ensure that—</i>	
<i>(a) the service has a designated person in charge and a named person who is able to deputise as required.</i>	
Requirement met:	The requirement has been met. (1)(a) The service has a designated person in charge and a named deputy.

Part III - Management and Staff	
Regulation 11 -Staffing Levels	
<i>(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.</i>	
Requirement met:	The requirement has been met. (1) The service proposes to accommodate 201 children on a sessional and full-time basis in eleven care rooms with an adequate number of adults working directly with the children at all times. The service will employ additional staff following the approval of the proposed increased numbers of children that can attend the pre-school.

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—*
- (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:	<p>This requirement has been met.</p> <p>(1)(a)</p> <p>The service comprises of eleven care rooms. The rooms are bright and spacious and well laid out to cater for the age range of children who will be attending in each room.</p> <p>(b)</p> <p>There are stackable beds available for the children who are currently attending the service. Additional beds will be purchased as the number of children attending the services increases. These beds have been provided for children over two years of age. Suitable rest areas have also been provided in each care room.</p> <p>(3)(a)</p> <p>The outdoor space consists of a large mixed surface area. There were no ponds, pits or other hazards observed in the outdoor area. There was an assortment of suitable toys available for all proposed age groups attending the pre-school.</p> <p>The outdoor area was found to be suitable, 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:

The requirement has been met.

Parents are asked to provide all snacks for their child attending on a sessional basis. Breakfast, hot lunches and snacks are provided by the service and are in line with the healthy eating policy of the service. Refrigerated storage facilities are available for perishable snacks.

All meals are prepared on site and there is a full-time chef employed in the service. A three-week menu is available in the kitchen. Portable water is available for children.

If a child requires additional food the onsite kitchen will 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 front door entrance is locked with a security code, 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.
- Cleaning materials and equipment are locked in a cupboard in the service.
- The kitchen is inaccessible to children.
- A fridge is available in the kitchen for the storage of food.
- A cleaning schedule for toys and equipment was available.

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- The sanitary accommodations were well stocked with a sufficient supply of liquid soap and paper hand towel, warm water was available in all sanitary areas as well as foot pedal bins for the safe disposal of used paper towels.
- The pre-school rooms and sanitary accommodations are ventilated by mechanical ventilation

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)

There were five staff members trained in FAR first aid present and available to the children.

(2)(a)

A suitably equipped first aid box was located in an accessible place within each pre-school room.

(b)

A first aid box was available to the children attending the service at all times.

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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 has been met.

(1)(a)

There was evidence of regular fire drills haven taken place within the service.

(b)

There was a maintenance record of the firefighting equipment and smoke alarms in the premises dated 20th of April 2023 and the 9th of March 2023 respectively.

(4)

There was a notice of the procedures to be followed in the event of a fire, displayed within each pre-school room.

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.

Part VII – Premises and Space Requirements

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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 premises is a purpose built, two storey building with eleven pre-school rooms

(b)

There is one point of entry to the service, this is through the main door that is located at the front of the building, this door has a coded locking mechanism. There is a reception area, with a second key coded door, that leads to the ground floor corridor where five care rooms are located. These doors are monitored by both the manager and staff members and can be opened by an internal press button located on the wall beside the doors.

The outdoor area is secured with a high wooden and metal fence and there is a locked gate at the point of entry to the outdoor area to prevent a child leaving unsupervised and to prevent unauthorised access to the area.

(c)

The premises benefits from natural light via windows in all the pre-school rooms. There is supplemental artificial lighting also provided from covered fluorescent ceiling lights in the room. There is an air to water heating system in place which was last serviced in October 2022. Windows in the pre-school rooms can be opened but have restrictors in place and there is mechanical ventilation in the sanitary areas.

(d)

A cleaning schedule was in place in all current pre-school rooms that are in use. The premises and surrounding environment were clean and well maintained.

	<p>(e)</p> <p>Each pre-school room has its own sanitary accommodation. There is a total of seven toilets, eleven sinks and three nappy changing tables on the ground floor and twelve toilets, eighteen sinks and three changing tables on the first floor. Sanitary accommodation for staff members consists of two toilets with two sinks on the ground floor and one toilet and one sink on the first floor. Thermostatically controlled hot water was available in the children and staff sanitary areas. There are sufficient sanitary facilities to accommodate 199 children that propose to attend the service.</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, the minimum clear floor space applicable for the duration of the sessional preschool service in respect of the children attending that service shall be the floor space specified in paragraph (3).*

Requirement met:	<p>The requirement has been met.</p> <p>There are 11 care rooms available in this service to provide care for pre-school children.</p> <p>It is proposed to provide sessional care to children each morning in Pre-school rooms numbers 5, 6 and 7. These rooms will be used each afternoon to accommodate school aged children.</p> <p>Toddler rooms 1, 2 and 3 and Pre-school 8 will be used to provide full-day care only.</p>
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The remainder of the rooms will accommodate children of different age groups all day providing full day care and sessional care. Below is a record of the maximum number of children which can be allocated to each room depending on their age and the length of time spent in the service.

(1)

Adequate clear floor space has been provided for the work, play and movement of the number of 199 children proposing to attend the service on a sessional basis or 119 if attending on a full day care basis as demonstrated below:

Toddler 1 (proposed age group 2-3 years)

The clear floor space in Toddler 1 measured 32 square metres and can accommodate 14 full day care children in the proposed age range.

Toddler 2 (proposed age group 2-3 years)

The clear floor space in Toddler 2 measured 33 square metres and can accommodate 14 full day care children in the proposed age range.

Toddler 3 (proposed age group 2-3 years)

The clear floor space in Toddler 3 measured 30 square metres and can accommodate 12 full day care children in the proposed age range.

Preschool 1 (proposed age group 2-3 years)

The clear floor space in Preschool 1 measured 34 square metres and can accommodate 18 sessional and 14 full day care children in the proposed age range.

Preschool 2 (proposed age group: 2years 8months -4 years)

The clear floor space in Preschool 2 measured 38.5 square metres and can accommodate 21 sessional and 16 full day care children in the proposed age range.

Preschool 3 (proposed age group: 2years 8months -4 years)

The clear floor space in Preschool 3 measured 35 square metres and can accommodate 19 sessional and 15 full day care children in the proposed age range.

Preschool 4 (proposed age group: 2years 8months -4 years)

The clear floor space in Preschool 4 measured 24.5 square metres and can accommodate 11 sessional and 10 full day care children in the proposed age range.

Preschool 5 (proposed age group: 2years 8months -4 years)

The clear floor space in Preschool 5 measured 66 square metres and can accommodate 22 sessional children.

Preschool 6 (proposed age group: 2years 8months -4 years)

The clear floor space in Preschool 6 measured 40 square metres and can accommodate 22 sessional children.

Preschool 7 (proposed age group: 2years 8months -4 years)

The clear floor space in Preschool 7 measured 53 square metres and can accommodate 22 sessional children.

Preschool 8 (proposed age group: 2years 8months -4 years)

The clear floor space in Preschool 8 measured 57 square metres and can accommodate 24 full day care children in the proposed age range.

(4)(a)(b)

There is sufficient space in the service to cater for 119 pre-school children on a part-time/full time basis in the proposed age ranges.

There is adequate floor space to accommodate 199 children who may attend during the operation of a concurrent sessional service.