

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D: TU2015WX080

Name of Service: Little Oaks Academy

Address of Service:
Oakwood Estate
Ramstown
Gorey
Wexford
Y25 NY88

Email Address: littleoaksacademy@gmail.com

Name of Registered Provider: Paula Driver

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

Proposed change: Increase in number of children attending

Proposed Number of Children: 60 (changed to 59 on inspection)

Registered change: Change in number of children that can be accommodated from 52 to 59

Date of Inspection: 1 4 0 9 2 0 2 2

Inspection undertaken by: C. Ryan

Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Ely Hospital
Ferrybank
Wexford

Rationale for Inspection:
Change in Circumstance

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

Registration Status:	Registered Full Day Care Service for 59 Children
Date of Registration	24 th October 2022

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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	<p>Little Oaks Academy is a privately operated early years service which opened in 2010. It offers a play-based curriculum to children aged 0 to 6 years. The service operates from 7.30am to 6.30pm and is registered to accommodate a maximum number of 52 children. The registered provider proposes to increase the number of children attending the service by 5 children with the conversion of the service's kitchen into a playroom for children aged 1 to 2 years and 6 months. A new sleep room has also been added by the provider to accommodate children under the age of two who require sleep. The overall capacity will be 59 children.</p>
Premises	<p>The service operates from a bungalow in a residential estate in Gorey town and consists of four playrooms, a sleep room, a sensory room, sanitary accommodation, a kitchen and an office. An outdoor garden play area is available to the rear of the service.</p>
Staffing	<p>The registered provider and the manager are the designated people in charge daily and work directly with the children. All the staff working directly with children in the service hold the minimum of level 5, 6 and 8 qualifications in Childcare and Early Childhood Care and Education.</p>
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 two themes; Governance, and Safety.</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 presented to the registration panel for consideration of a decision in relation to the service receiving continued registration. 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	<p>The inspector wishes to acknowledge the cooperation of the registered provider and person in charge who were present on the day of the inspection.</p>

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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 registered provider is on the premises daily. The service also employs a manager who is the designated person in charge and assists across the playrooms with the children attending the service. A second named staff member is available to deputise as required if the registered provider or manager are not on the premises.

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)—

(b) a childminder shall ensure that a second person familiar with the operation of the service and in a position to provide assistance to the childminder in operating the service is, at all times, within close distance of the service and available to attend the service to assist the childminder in the event of an emergency, and

(c) a registered provider of a sessional pre-school shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.

Requirement met:

The registered provider is familiar with the Child Care Act 1991(early years services) Regulations 2016, Schedule 6 Staff: Child ratios and will ensure that there are adequate numbers of staff working directly with the children attending the service. The registered provider proposes that one staff will work directly with the five children in the new room.

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.*
- (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 or*
 - (b) *where no such space is provided, the preschool children attending the service have access on a daily basis to an outdoor service*
- (4) *Where outdoor space to which the pre-school children attending the service have access is provided on the premises of a sessional pre-school service other than such a service to which paragraph (2) applies, a temporary pre-school service or a pre-school service in a drop-in centre, the registered provider shall ensure that such outdoor space is suitable, safe and secure.*
- (5) *Where pre-school children attending a sessional pre-school service other than such a service to which paragraph (2) applies, a temporary pre-school service or a pre-school service in a drop-in centre have access to an outdoor space other than such a space specified in paragraph 4, the registered provider shall ensure that such outdoor space is suitable.*

Requirement met:

(1)(a)

The new room is located where the kitchen was and has been converted for use as a playroom. There is a toilet and nappy changing unit located in the room. The room provides sufficient space for the proposed number of children. The early years room was warm, bright and lit by natural light. The room was set up and equipped with toys, activities and Montessori materials suitable to the ages and stages of development of the children proposed to use the room.

(1)(b)

Provisions were in place for children to rest and sleep while attending the service. There were sleep mats available for children over the age of two years. There is a sleep room located within the baby room and a new second sleep room located adjacent to the toddler room with additional cots for children under the age of two years.

	<p>(2)(b) The outdoor playground consisted of a variety of spaces, all fully enclosed by wall and gates to the rear of the creche. There were sufficient toys and equipment including a playhouse, ride on toys, sheltered areas, a kitchen and the interest areas were well developed and resourced.</p> <p>(3)(a)(b) The outdoor play area is suitable, safe and secure and provides space, variety and stimulation for the children.</p> <p>(4) Not applicable.</p> <p>(5) Not applicable.</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 service supplies the main hot meal and afternoon snack for children attending. Parents supply the food for the mid-morning snack. The service has an additional supply of extra snacks and food in the event that a child requires extra food. The service engaged with the environmental health service in relation to their new kitchen.
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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:	<p>Infection control: Warm water for hygienic hand washing was available and was thermostatically controlled not to exceed 43°C. The service was clean and well maintained. Cleaning schedules were available for viewing. New windows have been installed in two of the nappy changing areas to provide ventilation in the sanitary area.</p> <p>Administration of medication: There was a policy on the safe administration of medications to children attending the service. An area for the safe storage of medication was identified. If a child requires administration of medicine on a regular basis, an individualised care plan is put in place in collaboration with the parents.</p>
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General safety:

The entrance to the service was secured by an electronic system to prevent children exiting unsupervised and unauthorised persons gaining access to the building. The service and outdoor spaces are large enough to accommodate the number of children attending the service.

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

Requirement met:

- (1)
Documented evidence was available to demonstrate that staff were currently trained in first aid for children and will be present on the premises at all times.
- (2)(a)(b)
A suitable and fully equipped first aid box was available on the premises and stored in an easily accessible place in the early years rooms.

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:

- (1)(a)
Records were available on the premises for recording fire drills and the registered provider was familiar with the requirement to carry out monthly fire drills.
- (b)
Fire-fighting equipment and smoke alarms were present and contracts are in place for the regular service and maintenance of same.
- (4)
A notice of procedures to be followed in the event of a fire is displayed in the early years rooms and the fire assembly point was clearly identified.

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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:

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 has been met.

(a) The new room appeared to be of sound and stable structure. The building was constructed for the purpose of childcare provision.

(b) The entrances to the service were safe and secured.

(c) The new room was lit and ventilated by natural light through openable windows on external walls, supplemented by artificial lighting when needed. The new sanitary accommodation had windows for natural ventilation. The heating system was a thermostatically controlled underfloor heating.

(d) The premises were clean, well maintained and in good repair. A cleaning policy and schedule was available for the service including contracts for pest control measures.

(e) The service had adequate sanitary accommodation for the proposed number of children and staff who will be present with a nappy changing area, toilet and separate staff toilet available. There were 4 toilets and 2 nappy changing areas with wash hand basins available for the 57 children. A separate toilet and wash hand basin was provided for staff.

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.*
- (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).*
- (5) *A registered provider of a temporary pre-school service shall ensure that a minimum of 2 square metres of clear floor space is available for each child attending the service.*

Requirement met:	<p>The new playroom was measured on the day of inspection and had sufficient space to accommodate the proposed five children. The new room measured 15 m². All existing playrooms were remeasured with the registered provider on inspection. The maximum space capacity is 59 children in total on the premises.</p> <p>(1) Adequate clear floor space was available for the number of children who will attend the service.</p> <p>(2) The service was spacious and bright with ample clear floor space for the number of children who will attend the service.</p> <p>(3) This requirement has been met.</p> <p>(4) This requirement has been met.</p> <p>(5) Not applicable to this service.</p>
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