

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



**Tusla I.D.:** TU2016DR027

**Name of Service** Castle Park School

**Address of Service:** Castle Park Road, Dalkey, Dublin, A96DP48

**Email Address:** [akennedy@castleparkschool.ie](mailto:akennedy@castleparkschool.ie)

**Name of Registered Provider:** Anna Kennedy

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

**Proposed change:** Change in Number of Children from 62 children to 72 children.

**Proposed Number of Children:** 72

**Recommended Change Following Inspection:** Change in Number of Children from 62 children to 72 children.

**Registered change:** Change in Number of Children from 62 children to 72 children.

<b>Date of Inspection:</b>	1	0	1	0	2	0	2	4
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**Inspection undertaken by:** Olivia Quill

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:**  
 The Early Years Inspectorate, Tusla Child and Family Agency,  
 Loughlinstown Health Centre, Loughlinstown Drive,  
 County Dublin.

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### Rationale for Inspection:

Proposed Change of Circumstance

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

<b>Registration Status:</b>	<b>Registered Full Day, Part-Time &amp; Sessional service for 72 children</b>
<b>Date of Registration</b>	<b>21<sup>st</sup> October 2024</b>

### 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).

<b>Description of Service</b>	Castle Park School is privately owned and operated as an independent primary school. The service is registered to provide full day, part-time and sessional care to children aged from 2-6 years. The service operates Monday to Friday from 08:30 to 18:30.
<b>Premises</b>	The service is located on the grounds of Castle Park school and currently three care rooms are in operation in the main school building. The new care room is located on the same corridor as kindergarten 2. The service has access to a large enclosed outdoor play area with impact absorbing surfacing and an artificial grass area.
<b>Staffing</b>	The service currently employs ten staff members, including the registered provider who does not work directly with the children. The registered provider is available to provide additional support in the care rooms as required.
<b>Methodology</b>	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.

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	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.
<b>Acknowledgements</b>	The Inspector wishes to acknowledge the cooperation of the registered provider, 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.

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### 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) There are an adequate number of adults working with the children attending the service at present. The registered provider has an adequate number of adults available to work with the additional children.

### 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—*

*(a) of a full day care service, a part-time day care service, a sessional preschool service or a childminding service that is registered for the first time on or after 30 June 2016, shall ensure that a suitable, safe and secure outdoor space to which the preschool children attending*

*(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*

#### Requirement met:

The requirement has been met.

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(1)(a) There are currently three care rooms in use in the service. The proposed new care room is located on the same corridor as kindergarten 2. Suitable low-level tables and chairs were provided in the care room for pre-school children to engage in tabletop activities. A variety of age-appropriate play equipment and suitable toys were available and easily accessible from open low-level shelving provided. A good supply of paper, paint and pencils were available.

Designated areas of interest included a home corner, dress up and a Library area.

(1)(b) A suitable cosy area was provided for children to rest as required during the day it consisted of a child size sofa and rug. Low level beds were available for children to sleep.

(3)(a)

A large outdoor play area was available for the children, direct access from the care room was available. The area was safely secured with a high fence and coded gate.

### 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.

A three weekly menu is available and was displayed, it demonstrated that a variety of nutritious food will be provided. All hot meals are prepared daily onsite by the chef. Parents provide a morning snack which is stored in the fridge provided in the care rooms. Children bring in their own water containers and two water fountains are available. Milk is offered at mealtimes.

### Part VI – Safety

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### 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.

External doors are secured to prevent children from exiting the service unsupervised and to restrict unauthorised persons from gaining access to the service. The outdoor area is suitably secured, a keypad access system is in place on the gate for authorised adults.

Window blind cords were secured, and windows have been fitted with fire-safe restrictors.

Emergency exits are clear and fire exit doors have been appropriately secured with thumb-turn locks.

There is provision for the appropriate disposal and storage of waste including the provision of foot pedal operated bins throughout 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*
  - (b) is available to the children attending the pre-school service at all times.*

#### Requirement met:

The requirement has been met.

(1) There was evidence that adults working in the service had current up to date First Aid Responder certificates.

(2)(a)(b) A suitably equipped first aid box was provided. A First aid box was available to 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 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.

<b>Requirement met:</b>	<p>The requirement has been met.</p> <p>(1)</p> <p>(a) There was evidence that fire drills are practised monthly in the service.</p> <p>(b) There was a record available relating to the number, type and maintenance of firefighting equipment. The date of service was the 23 October 2023. The maintenance date for the smoke detection system was the 7 May 2024.</p> <p>(4) A Notice of the procedures to be followed in the event of fire was displayed and the fire assembly point was clearly identified.</p>
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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 has been met.

Evidence of insurance was available. The insurance cover provided was for all children registered to attend and was valid until 31 August 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 within the school building and appears to be of sound and stable structure.

(b) There is one point of entry to the service via the main school reception. The front door is secured and access to the building is permitted by authorised persons. The outdoor area is secured to prevent a child leaving the area unsupervised and to prevent unauthorised access to the area. A keypad access system is in place on the gate for authorised adults.

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(c) Openable windows were available in the care room providing both natural ventilation and natural day light. Ceiling lights were in place. Blinds have been fitted to control light levels when required. Thermostatically controlled hot water (which did not exceed 43 degrees Celsius) was available. A gas central heating system is provided.

(d) Ancillary staff are employed for cleaning duties and a dedicated team is available for general maintenance and repairs. The premises and its environs are clean and well maintained.

(e) Adequate and suitable sanitary facilities were provided. There was one nappy changing station, and one wash hand basin located in the designated sanitary areas off both kindergarten 1 care rooms. A child size wash hand basin was provided for the children in the care room. There are ten toilets, and seven wash hand basins located in a corridor outside the preschool rooms. Staff have access to a number of sanitary facilities within the building.

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:**

The requirement has been met.

(1) Adequate clear floor space has been provided for the work, play and movement of children proposing to attend the service as demonstrated.

(2) An area of approximately 45.1 square metres of clear floor space is available in the new pre-school room which is sufficient for the proposed maximum number of 16 children aged 2 years attending on a full day care basis.

In summary the area of all care rooms ensured there is adequate space for the proposed number of 72 pre-school children to attend on a full day care basis.