

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Tusla I.D.: TU2017OY500

Name of Service Little Scholars

Address of Service: 154, Ballin Rí, Collins Lane, Tullamore, Co. Offaly R35KV88

Email Address:
ygleson31@gmail.com
infolscholars@gmail.com

Name of Registered Provider: Yvonne Gleeson

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:	change the maximum registered capacity of the service from sixty-three (63) to sixty-eight (68) children.
Proposed Number of Children:	68
Recommended Change Following Inspection:	A maximum of sixty-seven (67) children can be accommodated based on the age profiles and sessional, part time and full day care allocations detailed in the report.
Registered change:	Change in Number of Children from 63 to 67 children

Date of Inspection: 0 9 0 8 2 0 2 4

Inspection undertaken by: K. Murphy
Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Early Years Inspectorate,
Tusla, Child and Family Agency, Primary Care Centre, Church Avenue, Tullamore, Co. Offaly.

Rationale for Inspection:
Proposed Change of Circumstance

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

Registration Status:	Registered Full Day care, Part time and Sessional service for 67 children
Date of Registration	26 th August 2024

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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	Little Scholars is registered as a full day care service. The service operates between the hours of 07:45 and 18:00 on a Monday to Friday basis. An application was submitted by the registered provider to the Tusla registration office seeking registration for a proposed additional five children to be accommodated on various sessional, part-time or full day care basis.
Premises	<p>The Early Years' Service is located in a two-storey purpose built and extended premises. On the ground floor four pre-school rooms, two sleep rooms, sanitary accommodation, a kitchen, a staff room and a reception area are provided.</p> <p>An outdoor play area is attached to the rear of the premises. Onsite parking and set down facilities are available. The service is situated in an urban residential area in the town of Tullamore, County Offaly. The proposed increase in the numbers of children that can attend the service is to be accommodated within the existing premises.</p>
Staffing	On 09 August 2024 ten adults including the registered provider were present. The registered provider facilitated the inspection.
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</p>

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	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.
Acknowledgements	The Inspector wishes to acknowledge the co-operation of the registered provider, 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 service has a named designated person in charge with another named staff member able to deputise as required.

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)

An adequate number of adults currently work directly with the children. Provision is in place to meet the necessary adult to child ratios for any additional children proposing to attend on various sessional, part time and full day care allocations.

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 the service have access on a daily basis is provided on the premises.

Requirement met:

The requirement has been partially met.

(1)(a)
 Suitable and adequate play and work equipment are provided indoors and outdoors which incorporate areas with toys and equipment for arts and crafts, home corners, interest areas, sensory and tabletop activities.

(b)
 Soft furnishings provide suitable and adequate rest facilities in the five pre-school rooms. Two separate sleep rooms are currently equipped with ten cots to meet the sleep requirements of the children under the age of two attending the service who require sleep or rest. Six cots are provided in sleep room two and four cots are provided in sleep room one. Low level beds are provided for children over the age of two attending the service who require sleep or rest.

(2)(a)
 An outdoor area is attached to the rear of the service which can be accessed directly via a door from room 3 within the premises. A high-level wall secures the perimeter of the designated outdoor play area. A variety of play equipment and outdoor toys are available.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Requirement not met:	(1)(b) Seven cots and a space of at least 50 cm between each of the cots was not provided in sleep room two to accommodate an increase to the number of children under the age of two proposing to attend.
Response from Provider:	(1)(b) The registered provider stated in the response that three additional space saving cots were purchased to allow for replacement of some of the larger cots. Seven cots to fit in sleep room two with a space of at least 50cm between each cot. (delivery receipt and photographs included)
Summary Comment:	In respect of the actions taken by the registered provider, photographic evidence was submitted to the office of the Early Years Inspectorate, reviewed by the Early Years Inspector and deemed to meet the requirements.

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 separate kitchen is provided. Meals and snacks for children attending on a full day care basis are prepared fresh on site. During term time parents provide the snacks for children attending on a sessional basis. Refrigerated storage facilities are available.
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TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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>The requirement has been partially met.</p> <p>The entrance door into the service is secure. The emergency exit doors are unobstructed. A designated fire assembly point is located to the side of the premises.</p> <p>The kitchen is inaccessible to children. Cleaning materials are stored out of children’s use. A separate storage area is available in the service.</p>
Requirement not met:	<p><u>General Safety</u></p> <ol style="list-style-type: none"> 1. The registered provider stated that the gas boiler located in the kitchen had recently been replaced. A commissioning certificate or an in-date maintenance certificate was not available for review to indicate that the boiler was operating safely. 2. Carbon monoxide alarms were not in place in the premises. The gas boiler is located in the kitchen on the ground floor. 3. The adhesive vinyl of the two nappy changing units was observed to be peeling and chipping away from the wood surface which poses a potential risk of harm to a pre-school child if they ingested any of the product. The adhesive vinyl requires replacement. <p><u>Fire Safety</u></p> <ol style="list-style-type: none"> 1. In sleep room 1, illuminated signage was not in place on either of the two doors to indicate the route to be used to facilitate an evacuation from the sleep room. 2. In sleep room 2, illuminated signage was not in place on either of the two doors to indicate the route to be used to facilitate an evacuation from the sleep room.
Response from Provider:	<p><u>General Safety</u></p> <ol style="list-style-type: none"> 1. The registered provider stated in the response that the gas boiler in the premises was serviced on 16 August 2024 (certification included) 2. The registered provider stated in the response that two carbon monoxide alarms had been installed in the kitchen and the hallway. (Photograph included)

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	<p>3. The registered provider stated in the response that the two nappy changing units have been stripped, sanded and freshly painted. (Photograph included)</p> <p><u>Fire Safety</u></p> <p>1. The registered provider stated in the response that Illuminated emergency exit signs are now in place in sleep room 1 (Photograph included)</p> <p>2. The registered provider stated in the response that Illuminated emergency exit signs are now in place in sleep room 2 (Photograph included)</p>
Summary Comment:	<p>In respect of the actions taken by the registered provider, photographic evidence was submitted to the office of the Early Years Inspectorate, reviewed by the Early Years Inspector and deemed to meet the requirements.</p>

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 has been partially met.</p> <p>(1)</p> <p>One adult was qualified in first aid response (FAR) and rostered to be on duty between the hours of 09:00 and 16:00.</p> <p>(2)(a)(b)</p> <p>A first aid box was stocked with sufficient supplies for the current and proposed number of additional children and located in a prominent location on the main corridor out of the reach of children.</p>
Requirement not met:	<p>(1)</p> <p>An adult qualified in first aid response (FAR) was not rostered to be on duty between the hours of 07:45 and 09:00 and again between the hours of 16:00 and 18:00. The</p>

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	<p>registered provider is currently providing temporary FAR cover but is not rostered for the premises and operates a second premises which will recommence with ECCE in the coming weeks. Additional adults qualified in first aid response (FAR) are required to cover the opening hours of the service, breaks, planned and unplanned leave.</p>
<p>Response from Provider:</p>	<p>(1)</p> <p>The registered provider stated in the response that the roster has been changed to ensure that a qualified person with FAR training is on the premises at all times. The designated person in charge is currently completing FAR training to ensure adequate cover in the service. (roster and confirmation email included)</p> <p>The FAR certificate for the designated person in charge will be submitted to the early year's inspectorate upon receipt.</p>
<p>Summary Comment:</p>	<p>In respect of the actions taken by the registered provider photographic evidence was submitted to the office of the Early Years Inspectorate, reviewed by the Early Years Inspector and deemed to meet the requirements.</p>

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:	<p>The requirement has been partially met.</p> <p>(1)(a)</p> <p>A written record for the completed monthly fire drills was available on the premises. The most recent fire drill was recorded as taking place on 19 July 2024.</p> <p>(b)</p> <p>A record was available demonstrating the number, type and maintenance of the smoke alarms on the premises and dated 24 April 2024.</p> <p>(4)</p> <p>A notice of the procedures to be followed in the event of a fire was displayed in a conspicuous position in the entrance hall and in the new pre-school room.</p>
Requirement not met:	<p>(1)(b)</p> <p>An in-date certificate for the maintenance of the firefighting equipment in the premises was not available. The most recent maintenance certificate for the firefighting equipment expired on 04 August 2024.</p>
Response from Provider:	<p>The registered provider stated in the response that the firefighting equipment in the premises was serviced on 13 August 2024 (certification included)</p>
Summary Comment:	<p>In respect of the actions taken by the registered provider photographic evidence was submitted to the office of the Early Years Inspectorate, reviewed by the Early Years Inspector and deemed to meet the requirements.</p>

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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

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 main premises which have been in existence for several years visually appear to be of sound and stable structure.

(b)

The main door to the service is secured by a magnetic lock system with a bell and intercom access system in place.

(c)

In the pre-school rooms openable windows provide both natural light and ventilation.

The light fittings were covered and fully operational to provide adequate artificial light to the pre-school rooms and the sanitary accommodation.

Fixed radiators were in place. An environmental temperature of approximately 20 degrees Celsius was recorded.

Wastewater and sewage are removed from the premises by means of the public drainage system.

Potable drinking water is supplied to the premises by means of the public water supply.

(d)

The floors and walls were in a good state of repair and maintenance. A cleaning schedule was available for the service and records were in place. A pest control system is in place with an annual review of the premises taking place on 11 September 2023.

Waste and refuse are removed daily to externally located and secure closed bins. A contractor for the collection of refuse bins has been engaged by the service to collect refuse from the premises on a scheduled basis.

(e)

In respect of four additional children that are proposed to be accommodated. The required facilities have been provided.

These consist of two water closets and two wash hand basins in the sanitary accommodation on the first floor to cater for the children proposing to attend room 1.

Two water closets and two wash hand basins in sanitary accommodation located off the main corridor to cater for the children proposing to attend room 3.

One water closet, one wash hand basin and one wall mounted nappy changing unit in sanitary accommodation located off the main corridor to cater for the children proposing to attend room 2.

Two nappy changing units and two wash hand basins in the nappy changing room accommodation located off the main corridor to cater for the children proposing to attend rooms 4 and 5.

The sanitary accommodation on the first floor is ventilated by means of mechanical and natural ventilation in the form of an openable skylight window.

The sanitary accommodation and nappy changing area on the ground floor is ventilated by means of natural ventilation in the form of openable windows.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	<p>All sanitary accommodation is stocked with a sufficient supply of liquid soap, paper hand towel and electric hand dryers.</p> <p>The wash hand basins are plumbed with an instantaneous supply of hot and cold water.</p> <p>In separate sanitary facilities two water closets and two wash hand basins are designated for staff use.</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>(1)</p> <p>Floor space for the work, play and movement of a maximum of 67 children aged 1-6 years proposing to attend is available.</p> <p>On 09 August 2024 the registered provider submitted a change in circumstance to the Tusla registration office to change the age profile of the children that can be registered in the service from 0-6 years to 1-6 years.</p> <p>The registered provider confirmed that a school aged childcare service would not be operating in the service for the 2024/ 2025 academic year.</p>
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(2)

Room 1

The senior pre-school room located on the first floor with an area of 38.35 m² in line with the floor plans submitted ensures that the minimum amount of clear floor space is available in respect of up to 21 children aged 2 years and 8 months to 6 years to attend on a sessional basis or 16 to attend on a part time or full day care basis.

Room 2

The toddler room located on the ground floor with an area of 21.6 m² in line with the floor plans submitted ensures that the minimum amount of clear floor space is available in respect of up to 9 children aged 2-3 years to attend on a part time or full day care basis.

Room 3

The Junior pre-school room located on the ground floor with an area of 37 m² in line with the floor plans submitted ensures that the minimum amount of clear floor space is available in respect of up to up to 20 children aged 2 years and 8 months to 6 years to attend on a sessional basis or 16 to attend on a part time or full day care basis.

Room 4

The senior wobbler room located on the ground floor with an area of 26.6m² in line with the floor plans submitted ensures that the minimum amount of clear floor space is available in respect of up to 9 children aged 1 -2 years to attend on a part time or full day care basis.

Room 5

The junior wobbler room located on the ground floor with an area of 22.5 m² in line with the floor plans submitted ensures that the minimum amount of clear floor

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

space is available in respect of up to 8 children aged 1-2 years to attend on a part time or full day care basis.

(4)(a)(b)

As part of the proposed capacity, in a contemporaneous situation a minimum of 1.818 square metres is available for up to 20 children in room 3 and 21 children in room 1 proposing to attend on a sessional basis.