

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Tusla I.D:	TU2018DS505
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Name of Service	Once Upon A Time
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Address of Service:	Ballymount Retail Centre Ballymount Little Dublin 24
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Email Address:	ballymount@onceuponatime.ie
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Name of Registered Provider:	Anne Marie Mc Cormack & David Mc Cormack
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Type of Proposed Service:	Full Day Care	<input checked="" type="checkbox"/>	Part-Time	<input type="checkbox"/>	Sessional	<input type="checkbox"/>
	Drop-In	<input type="checkbox"/>	Childminding	<input type="checkbox"/>	Temporary	<input type="checkbox"/>

Proposed change:	The registered providers are proposing to increase the number of children to be accommodated from 60 to 75
Proposed Number of Children:	75
Recommended Change Following Inspection:	75 Children
Registered change:	75 Children

Date of initial inspection:	1	3	0	1	2	0	2	3
Date of follow-up inspection:	1	3	0	4	2	0	2	3

Inspection undertaken by:	Mary Redmond and Linda Magee
Title:	Early Years Inspectors

Tusla Early Years Inspectorate Address:	Tusla – Child & Family Agency Trinity Building IDA Business Park Bray Co Wicklow
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Rationale for Inspection: Proposed Change of Circumstance

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

Registration Status:	75 Full Day Care Children
Date of Registration	18 th April 2023

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 private childcare facility is currently registered to provide full day care for 60 children aged one to six years of age. The registered providers propose to increase the number of children to be accommodated from 60 to 75. The hours of operation are 7.30am to 6.30pm.
Premises	The service operates from an adapted commercial unit in a retail park in an urban area of southwest Dublin. Five care rooms and a separate cot room are provided; a kitchen and an office are also available. A small enclosed outdoor space is available to the rear of the premises.
Staffing	The registered providers have appointed a manager and deputy manager for the service. There are thirteen adults currently employed to work with children; one adult is employed for food preparation and cleaning duties. It is proposed to recruit three additional adults. The area manager confirmed that adults working with children have all attained at least a major award in Early Childhood Care and Education at Level 5 on the National Framework of Qualifications, or a qualification deemed to be equivalent.
Methodology	The inspection was an announced inspection to assess a proposed change of circumstances in the services registration status under the Childcare Act 1991 (Early Years Services) Regulations 2016 and Childcare Act 1991 (Early Years Services) (Amendment) Regulations 2016. The inspection focused on three areas: Governance, Safety and the Premises. A triangulation approach was used to assess suitability for the change which included a review of available documentation, discussion with the person in charge and inspection of the premises. The findings on inspection are documented in the inspection report and submitted to the registration office for consideration of a decision in relation to a change in the registration status of the service.
Additional information:	The initial inspection took place on the 13 January 2023 and a draft report issued on the 19 January 2023 detailing the requirements to facilitate the Change in Circumstance (CIC). The registered providers responded stating that material alterations to the sanitary accommodation would be made to meet the requirement. The service was informed that

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	<p>a follow-up inspection would be required when the works were completed and to contact the inspector when the works were completed and ready for inspection.</p> <p>The service informed the inspector on the 3 April 2023 that the premises was ready for inspection and a follow-up inspection was scheduled for the 13 April 2023.</p>
Acknowledgements	<p>The inspectors acknowledge the cooperation of the area manager who facilitated the inspection.</p>

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 providers have ensured that there is a designated person in charge and a named person 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) The area manager has confirmed that there will be an adequate number of adults working directly with children.

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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.*

Requirement met:

The requirement has been met.

(1)(a) The service comprises of five care rooms. The rooms are laid out to cater for the age range of children who will be attending each room.

(1)(b) A separate cot room with eighteen cots has been provided to facilitate the rest needs of young children attending the service. Rest areas are also available in each care room.

(2)(b) There is a small enclosed outdoor space provided to the rear of the premises; this area measures 43sq metres. Play equipment is provided in this area. There were no ponds, pits or other hazards observed.

Scheduled times for limited numbers of children to avail of outdoor play due to the small size of the area will continue.

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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:

There are facilities available for the provision of adequate food and drink for children. Food is supplied by an external catering company and regenerated on site. A menu plan is available to demonstrate that varied nutritious food will be provided.

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.
There is one point of entry to the service which is secured to prevent unauthorised access and to ensure that a child does not leave the service unsupervised. A keypad system allows access for authorised adults. The outdoor space is secure.
There is provision for the appropriate disposal and storage of waste including the provision of foot pedal operated bins in the sanitary areas.
Window blind cords were secured.
Fire exits are clearly indicated and are not obstructed.
A fire assembly point away from the building has been identified.

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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 partially met. (2)(a) A suitably equipped first aid box was available in the Junior Wobbler room. It was clearly identifiable and readily accessible.
Requirement not met:	(1) While there was a staff member trained in paediatric first aid their certification did not meet the regulatory requirement as it was not First Aid responder (FAR) training. (2)(a) Suitably equipped first aid boxes were not provided in easily accessible and conspicuous positions in rooms 3, 4 and 5.
Response from Provider:	(1) Staff members are booked for FAR training in March 2023. (2)(a) First aid boxes have been checked and placed in clearly marked areas.
Summary Comment:	During the follow-up inspection suitably equipped first-aid boxes were available and easily accessible. There was evidence that two adults had completed FAR training. The requirement has been met.

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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.

Requirement met:

The requirement has been met.

- (1)(a) Monthly fire drills will continue to be carried out and a record kept.
- (b) There is a maintenance record for firefighting equipment and the smoke alarms.

(4) Notices of the procedures to be followed in the event of fire were displayed and the fire assembly point was identified.

Part VI – Safety

Regulation 28 – Insurance

A registered provider shall ensure that the pre-school service is adequately insured.

Requirement met:

Evidence of insurance for 75 children was available. The registered provider must ensure that adequate insurance is in place. Continued registration of the service is contingent on the registered provider's compliance with Regulation 28.

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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 partially met.

- (a) The service is located at ground floor level in an adapted unit located within a retail complex and appears to be of sound and stable structure.
- (b) There is one point of entry to the service through a locked door which is controlled by the adults working in the service. The outdoor area is secure.
- (c) The premises benefits from natural light via windows in all care rooms. There is supplemental artificial lighting also provided in the rooms. A central heating system heats wall mounted radiators. Windows in the care rooms can be opened to provide natural ventilation. Mechanical ventilation is available in the sanitary areas and the nappy changing areas.
- (d) The premises and its environs were clean and well maintained.
- (e) Two toilets and two wash hand basins have been provided for use by adults; one of these toilets can facilitate adults and children with a disability.

Requirement not met:

- (e) There were four toilets and two wash hand basins provided for children's use. Two nappy changing units were also available (nappy changing unit = 1 changing mat + 1 wash hand basin). The requirement for one toilet and one wash hand basin for every eleven toilet using children has not been met. The requirement for one nappy changing unit for every eleven children in nappies has not been met.
- The service, on initial opening, had applied to register for 75 children but this was reduced due to insufficient sanitary facilities in place. No additional facilities have been installed.

Response from Provider:

- Two additional sinks will be added to the toilet areas. This will provide 4 toilets and 4 sinks for toilet using children.
- 2 additional nappy changing stations will be installed with 2 sinks. This will provide 4 nappy changing units.

Summary Comment:

- The alterations to the sanitary accommodation as stated above have been completed.
- The requirement has been met.

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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.

Requirement met:

(1) Adequate clear floor space has been provided for the work, play and movement of children proposing to attend the full day care service as demonstrated below:
(2)

Room	Room 1	Room 2	Room 3	Room 4	Room 5
Clear floor space	46.28 sqm	44.36 sqm	43.4 sqm	42.85 sqm	27.67sqm
Proposed age range	1-2 years	1-2 years	3 - 6 years	3 - 6 years 2 - 3 years	2 - 3 years
Max number children	16	16	18	18	12

The required floor space for 75 children in the proposed age ranges attending on a full day care basis is met.