

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D: TU2018TY508

Name of Service Ladybird's Pre-school Newtown

Address of Service: Old School House, Newtown, Nenagh, Co. Tipperary

Email Address: ladybirdspreschool@gmail.com

Name of Registered Provider: Stephanie Kennedy

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

Proposed change: Type of service from sessional/part time to full day care
Opening hours from 08:00 – 14:00 to 07:30 – 17:30

Proposed Number of Children: 22 (no change)

Recommended Change Following Inspection: Approve increase to Full Day Care for a maximum of 11 early years children due to the availability of sanitary accommodation in the premises.

Registered change: Change in Service Type from Part Time / Sessional to Full Day Care for 22 Children (Max 11 Full Day Care)
Change in hours of operation from 08:00 – 14:00 to 07:30 – 17:30

Date of Inspection: 0 7 0 9 2 0 2 3

Inspection undertaken by: L McGeeney

Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Civic Offices, Limerick Road, Nenagh, Co. Tipperary

Rationale for Inspection:
Proposed Change of Circumstance

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

Registration Status:	Registered Full Day / Part Time / Sessional Service for 22 Children (Max 11 Full Day)
Date of Registration	21 st 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	<p>This service was established to provide care and education to children aged 2 – 6 years old on a sessional or part time basis. It is proposed that the service type will change to provide a full day care service operating from 7.30am to 5.30pm, Monday - Friday. The service also operates a registered school aged care service from the same premises. The early years children and school aged care children will be blended in the full day care service from 1.45pm – 5.30pm.</p> <p>This is a sister service to Ladybird’s CBS Nenagh and Ladybird’s Carrig Rua, Nenagh.</p>
Premises	<p>The service is operated from a community building in the village of Newtown, near Nenagh in north Tipperary. The premises was previously a primary school and was located in front of the current primary school. The premises consisted of one large room which could be divided into two rooms by the use of a folding partition, a kitchen, sanitary accommodation areas and outdoor play areas.</p>
Staffing	<p>The registered provider does not work in the service but is available to call on when required. The service manager is the person in charge and works directly with the children on a daily basis. There will be at least three staff working with the children in the morning and four staff in the afternoon working with the blended group of early years and school aged children.</p> <p>An additional member of staff works in the service each day who is dedicated to catering.</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 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</p>

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	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.
Acknowledgements	The inspector wishes 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

(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:

This requirement has been met.

(1)(a) The service manager was the person in charge on a daily basis. There was a named person who could 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.

(8) Without prejudice to paragraphs (2) to (7)—

(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times.

Requirement met:

This requirement has been met.

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	<p>(1) It is proposed that there will be at least 3 staff working with up to 22 children in the morning and 2 staff working with up to 16 children in the afternoon. There will be additional staff available to work with the school aged children so that the adult to child ratio required for the early years children is not affected by the presence of school aged children.</p> <p>(8)(a) It is proposed that there will be at least two staff in the premises at all times while it is in operation.</p>
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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—*
- (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:	<p>This requirement has been met.</p> <p>(1)(a) The children will have access to the main activity room and an outdoor classroom as well as to the outdoor play areas of the service. It is proposed, that in the afternoon when there will be both early years and school aged children present, that the children will be divided between the indoor and outdoor environments so that the main activity room does not become overcrowded.</p>
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(b) A corner of the room had been sectioned off with the use of wooden panels to create an enclosed space that was used as the library and cosy area. The panels were approximately one metre high which created a secluded area for the children that was still easy for the staff to supervise. Camp beds were placed in the area for children who required a sleep during the day. If more than three children wanted to sleep at the same time then the camp beds were placed just outside the cosy corner. Cellular blankets were available to use during sleep times.

(2)(a) The grounds of the premises were used for outdoor play. The site was walled and gated. The ground surfaces included grass, concrete, soft fall matting and artificial grass. The outdoor space was divided into three separate spaces by the use of picket style wooden fencing and gates. The main area at the front of the site was furnished with a wooden teepee, covered seating unit with integrated desks, swing set and large picnic tables with bench seats. To the right of the premises was an area with a climbing frame, tree house and slide on concrete with soft fall matting and to the left of the premises was an area with a storage shed and the outdoor room. This sheltered play space was furnished with seating and a range of play resources. The floor of the shelter was covered with artificial grass.

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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:

This requirement has been met.

The service provided meals and snacks to children attending the service. Some children chose to bring in a packed lunch to eat at the morning snack time. There was a kitchen on site and a member of staff responsible for meal planning, preparation and serving. The service had a healthy eating policy and a weekly menu plan. The menus were created on a three weekly basis and then changed according to the season, food preferences of the children and to ensure that the menus were varied and nutritious.

Drinking water was available in the premises. On the day of inspection the weather was hot. The staff provided the children with cold drinks of squash from self-service drinks dispensers that were available inside and outside. The children also brought their own drink bottles of water or squash.

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:

This requirement has been met.

General Safety

The site was accessed by a gate in the wall. The gate was kept secured when the children were outside.

The roadway in front of the premises was a busy thoroughfare. If the children were taken off site, such as into town to Ladybird’s, Carrig Rua or to the playing pitch across the road, they were taken by car to prevent the children accessing the busy roadway.

Hot water for hand washing was thermostatically controlled not to exceed 43°C.

Radiator covers were fitted to the wall mounted radiators as a safety measure to prevent them being a burning hazard.

Infection Control

Staff and children washed their hands at appropriate times during the day including before eating and after messy play or using the toilet.

Blankets used by the children during sleep or rest times were laundered after each use.

Dress up clothes were laundered regularly.

The premises, toys and materials were maintained in a clean and hygienic condition. All of the staff were responsible for keeping the service clean.

Administration of Medication

The service had a policy regarding the administration of medication to children attending the service. Signed parental consent was sought prior to staff giving prescription or non-prescription medications to children attending the service.

Medications were stored out of reach of children, in a cupboard in the kitchen.

Safe Sleep

The staff supervised the children during sleep times.

Fire Safety

Fire escape routes were kept clear of obstruction. It was planned that the fire alarm system for the service will be replaced before the end of the year.

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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:

This requirement had been met.

- (1) The service manager and assistant manager held certification in first aid response (FAR) and were enrolled in a refresher course that was being run in September 2023. The other members of staff have current certification in basis first aid.
- (2)(a) The first aid box was stored in the kitchen.
- (b) The first aid box was available if required for use by a child attending the service.

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:

This requirement has been met.

- (1)(a) There was a written record of the monthly fire drills that took place in the service.
- (b) There was a written record of the number, type and maintenance of the firefighting equipment and smoke alarms in the service.

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(4) A notice of the procedures to be followed in the event of a fire were displayed on the notice board in the main room.

Part VI – Safety

Regulation 28 – Insurance

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

Requirement met:

This requirement has been met.

The service was insured to accommodate up to 25 early years children and up to 40 school aged children at any one time, valid until 27 March 2024.

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:

This requirement has been met.

(a) The premises was constructed of plastered stone and brick, with a slate roof.

(b) The premises was safe and secure. The front and side doors of the service were kept secured to prevent any unauthorised access to the premises. There was a bell at

the front door to alert staff that someone was seeking admission. Staff managed entry to the service.

(c) The main room, entrance lobby, kitchen and sanitary accommodation areas were naturally lit through windows, supplemented by artificial light when required. The windows were openable to provide adequate ventilation, supplemented by ventilation chutes in the walls.

The premises was heated by wall mounted radiators as part of an oil-fired central heating system.

(d) The service was maintained in a clean and hygienic condition. There was a cleaning schedule that detailed the cleaning of all toys, materials, surfaces, fixtures and fittings. The service employed a member of staff who was responsible for maintenance, including painting, repairs and construction.

(e) There were two sanitary accommodation areas in the premises. The staff sanitary accommodation area had a toilet, wash hand basin and a nappy changing unit. There was a set of steps to help the children to access the nappy changing unit without having to be lifted onto it by the staff. This was sufficient provision for up to 8 staff and 11 children who were not yet toilet trained.

The children's sanitary accommodation area had two toilets and two wash hand basins which was sufficient provision for up to 22 toilet trained children. There was sufficient provision for the number of children who attend the service for the morning session.

In the afternoon, it is proposed that there will be approximately 8 early years children and 35 school aged care children in attendance. The sanitary accommodation available provides 1 toilet and 1 wash hand basin for the early years children which

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was sufficient to meet the required ratio of 1 to 11. The second toilet and wash hand basin will be available for the school aged children.

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) 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:

This requirement has been met.

(1) The main activity room was a large space with high ceilings that measured 75m². There was sufficient space available for the proposed 22 early years children to attend in the morning. In the afternoon, it is proposed that there will be up to 11 early years children and 35 school aged children using the room.

The space requirements for the children attending the morning session was 1.818m² per child. The requirement for 22 early years children in the morning was 40m².

The space requirements for the early years children who remained in the service for part-time or full day care in the afternoon was 2.3m² per child. The space requirements for up to 11 early years children attending in the afternoon was 25.3m². Space requirements were not specified for the school aged children, however, their presence in the service must not compromise the space requirements required by the early years children.

The sheltered outdoor play area measured 16m². This space was enclosed on three sides and open on the fourth side.

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(2) There was sufficient space available to accommodate the proposed number of early years children attending contemporaneously on a sessional, part time or full day care basis.

The impact of the presence of school aged children will need to be assessed and managed by the service to ensure that the early years children have sufficient space available to them.