

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D: TU2019CC007

Name of Service: Busy Bees Childcare

Address of Service: Carriganima
Macroom
Co Cork
P12DW92

Email Address: carriganima.childcare@gmail.com

Name of Registered Provider: Carmel Kelleher

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: From September 2023 the service proposes to offer a full day care service along with the part time, sessional breakfast club and school aged care service currently being offered.
Change the hours of operation from 9:30am to 2pm to 8am to 6pm.

Proposed Number of Children: 21

Recommended Change Following Inspection: A maximum of 21 children attending the part time, full day care service, breakfast club and school aged care service at any one time.
A maximum of 22 children attending the sessional service at any one time.

Registered change: Change in Service Type to Full Day Care from 08:00am to 06:00pm for 21 full day care children (22 sessional)

Date of Inspection: 2 0 0 4 2 0 2 3

Inspection undertaken by: Ms. M. O'Reilly

Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Early Years Inspectorate
Administration Building
St Mary's Health Campus

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Gurranabraher
Cork
T23X440

Rationale for Inspection: Proposed Change of Circumstance

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

Registration Status:	Full Day Care from 08:00am to 06:00pm for 21 full day care children (22 sessional)
Date of Registration	26 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	Busy Bees Childcare is currently registered to operate as a sessional and part time service, that caters for children aged 2½ to 6 years. This includes children attending the Early Childhood Care and Education (ECCE) Scheme, which is facilitated over 38 weeks of the year. Current registered opening hours are from 9:30am to 2pm, Monday to Friday. The service is also registered to offer a breakfast club and school aged care service.
Premises	Busy Bees Childcare proposes to offer a full day care service in the existing playroom that caters for the children attending the sessional, part time service, breakfast club and school aged care service. The service operates out of a prefabricated structure located on the grounds of Carriganima National School. There are two children's toilet facilities and one nappy changing unit adjoining the main care room. There is a separate toilet and wash hand basin for the adults in the facility. There is a designated secure outdoor play space located beside the service on the grounds of the national school.
Staffing	A total of 3 adults are employed by the service, including the registered provider. Each of the staff members has obtained a relevant award in Early Childhood Care and Education.

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<p>Methodology</p>	<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 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>
<p>Acknowledgements</p>	<p>The Inspector wishes to acknowledge the cooperation of the registered provider/person in charge, staff and children who were present on the day of 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:

(1)(a)

The requirement has been met.

The service has designated persons in charge and named persons who are able to deputise as required. A notice to this effect was displayed in the entrance hall area.

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:

- (1) The playroom was in operation when the fit for purpose inspection was carried out. There were 13 children aged from 2 years 8 months to 6 years in the playroom with 3 adults in attendance.
- It is proposed that the three adults will be employed to work directly with the 21 children aged 2½ to 6 years attending the full day care service. The registered provider will ensure that the correct adult child ratios are maintained for the full day care service, depending on the number and age range of children proposed to attend. A minimum of 2 adults will be on the premises at all times when the service is in operation.
- (8)
- (b) Not applicable as this is not a proposed child-minder service.
- (c) Not applicable as this is not a proposed single-handed operated service.

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:

The requirement has been met.

(1)(a) There are low shelves provided in the playroom that are accessible to the children. The shelves are stocked with a large selection of activities, equipment and play materials that are all functioning and maintained in good condition. For outdoor play it is proposed that the children will have access to the secure outdoor play area that already exists that has a grass and cement surface.

(b)

Children’s need to rest and relax is supported through the availability of a rest area, which is furnished with soft leather seating and a soft padded floor mat positioned next to bookshelves. Four stacking beds are provided to accommodate any child who may

require to sleep while attending the service. The reduced lighting in this area supports children’s need for a restful environment, while also allowing for sleeping children to be monitored. The service’s Safe Sleep policy will be updated to clearly outline the measures that will be taken to ensure that reduced noise levels are maintained in the main room when children are sleeping.

(2)

(a) This service was established after 30th June 2016 and the designated outdoor play area available on the premises, is suitable. The children have access to a designated partially covered outdoor play area located beside the facility. The outdoor play area will be adequately secured when the children are playing outdoors. The available equipment offers children opportunities to participate in a range of activities such as mark making, sand play, water play, cycling, digging and ball games. The children also have access to the national schools new secure all- weather surfaced outdoor play area. The outdoor play area will be maintained safe and secure, through the use of fencing and gates. Staff will continuously ensure that outdoor play is managed safely, in keeping with the written risk assessment.

(b) Not applicable, as the service has not moved premises.

(3) & (4) Not applicable, as paragraph (2)(a) applies to this service.

(5) Not applicable, as paragraph (2)(a) applies to this service.

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 Healthy Eating policy is in place and the service has advised that a copy of said policy has been shared with parents. In addition, parents have been provided with information about healthy meal plans for children. All meals and snacks will be supplied by the children’s parents or guardians. This will include provision of one hot meal for children who will attend for longer than 5 hours daily. As per the Healthy Eating policy, the service will ensure that suitable alternatives are available and offered to children, as required. There is one microwave accessible for reheating purposes and a refrigerator is in place to safely store perishable foods. Drinking water will be freely available to children throughout their hours of attendance. Suitable crockery and cutlery will be provided for children at mealtimes.

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.

General Safety:

- The main entrance door to the service was adequately secured to reduce the risk of unauthorised access by a person onto the premise or the leaving of an unsupervised child. All toys and play equipment in the proposed playroom are safe and in good condition.
- The openable windows in the playroom, entrance hall and toilet facility are at a high level and inaccessible to children.
- The cleaning equipment and materials will be stored on a shelf located in an area out of children’s reach in the playroom and toilet facilities and cleaning supplies stored in a locked press.

- There is an area cornered off in the main playroom that children have no access to where the fridge, microwave, electric kettle, adult sink and filing cabinet is located.
- A staff member will be available to the children at all times to offer first aid if necessary. The first aid box in the room is stored in an area out of children’s reach.
- The emergency fire exit door was unobstructed at time of inspection.
- Blind cords are maintained secure.
- Adults’ bags and personal belongings are stored in a locked press.
- The surface temperature of the radiators in the care room are thermostatically controlled, so as not to exceed 50°C. Readings of 35.4°C was recorded at the time of inspection.
- Safe storage is provided for the children’s belongings which includes bags and coats in a designated storage unit located in the entrance hall area located beside the playroom.

Infection Control:

- Hygienic hand washing is facilitated through the availability of warm running water, liquid soap and single use paper towels at each of the wash hand basins.
- Bed linen will be removed and laundered after each use.
- A refrigerator is used to store perishable foods.
- Foot pedal operated bins are in place throughout the service.
- Single use aprons and gloves are available for nappy changing procedures, along with an airtight lidded pedal bin for the hygienic disposal of nappies.
- The cleaning template schedules were available for inspection and demonstrated the service has daily specific cleaning records.
- There was hot water, liquid soap and disposable paper hand towels available at all sinks in both the adult and children’s toilets and in the playroom. This ensured the children and staff could wash their hands as required.

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- The playroom and toilet facilities were well ventilated through openable windows at adult height with the practice in the service to go outside to play daily.
- Single use aprons and gloves are available for nappy changing procedures, along with an airtight bin for the hygienic disposal of nappies.
- All rubbish was disposed of in pedal operated lidded bins.

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:

The requirement has been met.

- (1) One staff member holds up to date certification in First Aid Responder (FAR) training.
- (2)
- (a) Adequate first aid supplies are maintained for both indoor and outdoor use and are stored out of reach of children.
- (b) A suitably equipped first aid box will be consistently available, should it be required.

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) There is adequate provision to document the fire drills conducted in the service. The last recorded fire drill took place on 16/03/2023. The service has a designated assembly point in the event of a fire.
- (b) A written record of the number and type of firefighting equipment and smoke alarms is ensured. Certification indicated that the firefighting equipment and the smoke alarms were last serviced and tested on 23/09/2022.

(4) A notice outlining the fire evacuation procedures is clearly displayed in the main entrance hall area of the service

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.
 There was a copy of the updated insurance cover. The expiry date on the current insurance certificate is the 24th March 2023.

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) From a visual assessment, the building appears to be of sound and stable structure.

(b) Access to the building is via a lock and key door with the keys stored on a hook at adult height located on the interior side the door. The adult toilet facility is secured when not in use and the key is stored on a high-level wall hook. The outdoor environment is enclosed by fencing and gates that are secured.

(c)

- The care room has sufficient lighting. Natural light is provided from a number of large windows and artificial light is available in the form of fluorescent tube lighting, with protective covers. The sanitary facilities are supplied with the same artificial lighting and a source of natural light through windows.
- The care room and toilet facilities are heated by electric heaters. The room temperature was recorded at 18.6°C.
- Adequate ventilation is provided by means of openable windows in the care room and by windows and wall vents in the toilet facilities.

(d) The care room was noted to be maintained in a clean condition. There is a written cleaning schedule in place, with provision to record frequent cleaning of the various areas and equipment throughout the service. Any items in need of repair or deemed unsuitable have been removed from use.

(e) The children have access to two separate toilet facilities adjoining the main care room, both of which are equipped with a toilet and a wash hand basin with warm running water, liquid soap, disposable paper towels and a lidded, pedal-operated bin. The temperatures of the warm running water were recorded at 35.3°C at the two respective wash hand basins. A drop-down nappy changing facility is provided in the lobby area of the children’s toilet facility. The adult toilet consists of 1 toilet and 1 suitably equipped wash hand basin, with warm running water which was recorded at 32°C. The premises is serviced by a private water supply and private sewage system.

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:

The requirement has been met.

(1) There is adequate clear floor space provided in the care room, for the free movement of children.

(2) Based on the proposed age range of children and the proposed number of children who will attend, the minimum amount of clear floor space has been ensured. The care room was measured at 49.42m².

(3) & (4)

It is proposed by the registered provider that the service will cater for children attending the sessional, part time and the full day care service, breakfast club prior to sessional service in the morning and school aged care service in the afternoon. Sufficient clear floor space is available in the care room for the numbers of children proposed to attend the full day care service = 21 children aged 3 years plus at any one time that is including the school aged care service operating in conjunction with the early years service in the afternoon.

Sufficient clear floor space is available in the care room for the numbers of children to attend the sessional service each morning = 22 children at any one time.

(5) Not applicable, as a temporary service is not proposed.