

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2019CC007
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Name of Service:	Busy Bees Childcare
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Address of Service:	Carriganima, Macroom, Co. Cork
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Eircode:	P12DW92
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Name of Registered Provider:	Carmel Kelleher
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Service type:	Full Day, Part Time, Sessional
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Date of Inspection:	30/01/2025
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No of pre-school children:	AM	18	PM	12
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Address of the Early Years Inspectorate:	Early Years Inspectorate, Admin Building, St Marys Health Campus, Cork, T23X440
Inspection undertaken by:	M.O' Reilly
Title:	Early Years Inspector

Authority to Inspect

The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(J) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).

Conditions if applicable	N/A
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Description of service

Busy Bees Childcare is a privately owned full day care service, that also provides sessional and part time care. The service is registered to cater for children from 2 to 6 years. The children were aged between 3 and 6 years on day of inspection. This includes children attending the Early Childhood Care and Education (ECCE) Scheme, which is accommodated over 38 weeks of the year. Registered daily opening hours are from 8.00am to 6.00pm, however, the setting currently operates from 8.00am to 4.00pm. A registered school age service is also provided that includes a breakfast club in the morning between 08:00am and 09:30am and between 2:00pm and 4:00pm. The service is located in a prefabricated structure located on the grounds of Carriganima National School. There is a reception area, one playroom, one adult toilet, two children's toilets and a wall mounted nappy changing table beside the main care room. There is a designated secure outdoor play space located beside the service on the grounds of the primary school. The service also has access to the National Schools secured all weather outdoor play surface area, in rota with the children in the national school.

Staffing

A total of 4 adults work at the setting, all of whom are involved in the direct care of the children. This includes the registered provider, and 2 adults employed under the Access and Inclusion Model (AIM) support scheme. Each of the 4 adults have achieved a recognised award in Early Childhood Care and Education.

Methodology

Tusla's Early Years Inspectorate is the independent statutory regulator of early years services in Ireland. The Child Care Act 1991 (Early Years Services) Regulations 2016 define the duty of a registered provider to ensure the safety and well-being of children and to comply with these regulations. This Act also gives Tusla the authority to assess compliance with the regulations. The purpose of regulation in relation to early years services is to ensure that the care, safety, and well-being of children attending such services is upheld. Inspections of early years services are planned based on the following:

- Previous inspection history
- Any information received in relation to the service

The findings on inspection are based on:

- Information obtained through examination of documentation
- Direct observation
- Discussion with relevant staff

This inspection was unannounced and focused on the area of governance/ health, welfare and development of child/ safety/ premises and facilities. The inspection may also focus on other areas as required.

Inspection findings are documented in the inspection report which is first issued in draft format to the service with an opportunity to respond to any findings. Where statutory requirements are identified as not being met, the registered provider must demonstrate how they have rectified the non-compliance and will prevent any non-compliance from re occurring. The Corrective Action and Preventive Action plan (CAPA) will be used to inform decisions about compliance with regulatory requirements. Where the registered provider fails to meet the statutory requirements an escalation process may be commenced.

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.

Acknowledgments

The inspector wishes to acknowledge the cooperation of the registered provide/ 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,*
- (b) at all times during the period when the pre-school service is being carried on, the designated person in charge or the named person referred to in subparagraph (a) is on the premises, and*

(2) A registered provider shall ensure that each employee, unpaid worker and contractor is suitable and competent taking into consideration the nature of the needs of children, including by-

- (a) consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,*
- (b) consideration of references from reputable sources in the case of a person who has no past employers,*
- (c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and*
- (d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.*

(4) A registered provider shall ensure that, without prejudice to the generality of paragraph (2) and subject to paragraphs (5) and (6), each employee working directly with children attending the service holds at least a major award in Early Childhood Care and Education at Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

Compliance Information

- (1)
- (a) The service had a person in charge and named deputy person in charge.
- (b) The registered provider/person in charge were present when the inspector arrived at the premises and remained on duty for the duration of the inspection.
- (2) Four staff files were reviewed.
- (a) There were six written and validated references on file from past employers.
- (b) There were two written references available from sources other than a previous employer.
- (c) Garda vetting disclosures had been obtained for the four adults. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
- (d) One police vetting record was available on file for the one adult who had lived outside the jurisdiction for a period of 6 months or more, while over the age of 18 years.
- (4) The four adults who worked directly with the children all held a major award in Early Childhood Care and Education, or an equivalent qualification, as listed on the National Framework of Qualifications.

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.*
- (2) Subject to paragraphs (4) and (5), a registered provider of a full day care service or a part-time day care service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 1 of Schedule 6 opposite a particular reference number specified in column (1) of that Part in respect of the age range of the children specified in column (2) thereof at that reference number is satisfied.*

Compliance Information

- (1) The person in charge ensured that there were an adequate number of adults working directly with the children at all times.
- (2) During the period of inspection, the ratio of staff to children was maintained at all times as per the regulations. During the morning session, there were 18 children aged between 3 and 6 years with 4 adults in attendance. At lunch time, there were 12 children aged between 3 to 6 years with 3 adults in attendance. One staff member was on their lunch break.

Part IV – Information and Records

Regulation 15 – Record of pre-school child

- (1) A registered provider of a pre-school service other than a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that a record in writing is kept in respect of each pre-school child attending the service containing the following particulars:
- (a) the name and date of birth of the child;
 - (b) the date on which the child first attended the service;
 - (c) the date on which the child ceased to attend the service;
 - (d) the name and address of a parent or guardian of the child and a telephone number where that parent or guardian or a relative or friend of the child can be contacted during the hours of operation of the service;
 - (e) authorisation for the collection of the child;
 - (f) details of any illness, disability, allergy or special need of the child, together with all the information relevant to the provision of special care or attention;
 - (g) the name and telephone number of the child's registered medical practitioner;
 - (h) record of immunisations, if any, received by the child;
 - (i) written parental consent for appropriate medical treatment of the child in the event of an emergency.

Compliance Information

(1)(a) to (i)

A sample of 12 of the children's registration forms. were reviewed and found to contain all of the elements of information as required by Regulation 15 (a) to (i) inclusive.

Part IV – Information and Records

Regulation 16 – Record in relation to pre-school service

(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:

- (h) details of attendance by each pre-school child on a daily basis;*
- (i) details of staff rosters on a daily basis;*
- (k) details of any accident, injury or incident involving a pre-school child attending the service.*

Compliance Information

- (1)
- (h) Details of attendance by each child was recorded. The records indicated the arrival and departure time of each child on a daily basis in the service.
- (i) The weekly staff roster indicated the time the staff commenced and finished and the time each staff member had their break in the service each day. As the adult child ratio was high, there was adequate staff cover at lunch time when each staff member went on their lunch break.
- (k) A sample of the accidents and incidents records on file were reviewed. All accidents and incidents records were signed by the parent and staff members. The parent/guardian received a duplicate copy at collection time following the accident /incident pertaining to their child.

Part V - Care of Child in Pre-school Service

Regulation 19 - Health, welfare and development of child

(1) A registered provider shall, in providing a pre-school service, ensure that-

- (a) each child's learning, development and well-being is facilitated within the daily life of the pre-school service through the provision of the appropriate activities, interaction, materials and equipment, having regard to the age and stage of development of the child, and*

Compliance Information

Basic needs:

- The staff members were observed speaking with the children during snack time and using it as an opportunity to enhance social interaction with the children which promoted a relaxed atmosphere.

- The adults were observed to demonstrate patience and kindness in their interactions with the children, as was noted when the children's efforts were readily acknowledged and when children were calmly assisted to resolve minor conflicts.
- Children's toileting and hygiene needs were promptly and sensitively attended to. Independent use of the toilet was encouraged. The staff were observed to supervise and assist where required each of the children when hand washing and hand drying, and the children were supported and encouraged prior to eating, post toileting and outdoor play.
- There was adequate space in the care room to accommodate a variety of play activities. A mixture of adult led play and child directed play was facilitated indoors and during outdoor play.
- The children were observed to access the outdoor area on the day of inspection and appropriate clothing was worn, in line with the weather on the day.

PHYSICAL AND MATERIAL ENVIRONMENT:

- The room was well maintained, child friendly, bright, spacious and laid out with all materials accessible to the children.
- The playroom was suitably furnished with child sized tables and chairs.
- The room was brightly lit, and the material and resources were presented on low shelving units which encouraged choice and promoted independence.
- The room had a wide range of tabletop activities and games to encourage companionable interaction. There were cars and trucks, different sized blocks and a variety of art and craft materials. a home corner furnished with small utensils and play outfits to prompt imagination and pretend play.
- A cosy area was incorporated into the care room, children were observed taking a rest or relaxing there at time of inspection.
- There was one section of the playroom adequately cornered off that children had no access. This was a kitchenette cum office area that included the following: a fridge, microwave, kettle, sink, cleaning equipment, administration desk and service records.
- The children had access to a partially covered designated outdoor play area which was located beside the service which had a combination of cement and grass ground surface. There was a playhouse, child size picnic benches, a sand container with accompanying play equipment. A supply of push and ride on toys and two slides that encouraged the children to master gross motor skill play. The children were supervised by one staff member when on slide.

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.

Compliance Information

On day of inspection the food provided by the parents/guardians for the mid-morning snack and hot lunch were observed to be healthy and nutritious with age-appropriate size quantities of food for example for the mid-morning snack included freshly cut fruit such as strawberries, grapes, apple and sandwiches, rice cakes and yogurts and were stored in the refrigerator.

Children had their own individual bottles with water being the main choice of drink.

The children appeared to enjoy the food provided by their parents/guardians and were afforded ample time to eat and drink at a relaxed pace.

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.

Compliance Information

General Safety:

- Cleaning agents were stored out of the children's reach.
- The first aid box was appropriately stored and inaccessible to children.
- Water temperatures at the wash hand basins were thermostatically controlled, so as not to exceed 43C.
- Emergency fire exit doors were unobstructed.

Infection Control:

- Suitable handwashing facilities were available across the care rooms. Warm water, liquid soap and paper towels were in place. Handwashing by the children was observed before mid-morning snack and lunch time and after using the toilet and outdoor play. The service provided two toilets and two wash hand basins for the children. The adults had access to a staff toilet and wash hand basin.
- Personal waste including used tissues, and all cleaning waste was appropriately disposed of in foot operated pedal bins in the service.

- Perishable foods were refrigerated, in a refrigerator located in the kitchenette cum office room.

Administration of Medication:

- Medication was not observed to be administered to the children at the time of inspection. The person in charge informed me that no child attending the service is currently prescribed medicine.

Safe Sleep:

- There were a number of stacking beds available with designated suitable bed linen for each child who wanted a sleep while attending the service. No child required a sleep on day of inspection.

Fire Safety:

- Fire exits were noted to be free from obstruction.

Outing:

- The service had no planned outings currently.

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.

Compliance Information

(1) There were three adults working in the service that had a current certified First Aid Responder (FAR) certificate

(2)

(a) There was a sufficiently stocked first aid box available in the service, which was safely stored out of reach of children.

(b) At all times when the service was in operation, first aid supplies were accessible to the adults if in the event that a child may require treatment

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.

Compliance Information

- (1)
- (a) A record of monthly fire drills carried out was available and indicated that the last fire drill took place on the 17th January 2025
 - (b) A record of the number, type and maintenance record of fire fighting equipment was maintained. It was recorded that the fire equipment was last serviced on the 29th January 2025. The registered provider stated the emergency fire alarm system was included with the national school check of the fire alarm system and was last tested and serviced on 16th September 2024.
- (4)
- The fire evacuation procedure for the service which contained details in relation to the procedure to be followed in the event of a fire was displayed in the service.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

The registered provider ensured the full day care service was insured, with insurance for 22 children valid until 27/03/2025. The records detailed the category of service covered, the name and address of the premises and details regarding public liability cover, fire, theft, buildings, and outings cover. As the registered provider provides transport for some children to and from the service. The seven-seater cars current insurance detailed the car was insured until the 27/11/2025