

# TUSLA REGULATORY INSPECTION REPORT



**TUSLA Identifier:** TU2019CC007

**Name of Service:** Busy Bees Childcare

**Address of Service:** Carriganima  
Macroom  
Co Cork

**Email Address:** carriganima.childcare@gmail.com

**Name of Registered Service Provider:** Ms. Carmel Kelleher

**Type of Service Registered:** Part-Time  x

**Date(s) of Inspection:** 1 0 0 5 2 0 2 2

**No of Pre-School Children present during Inspection:** AM 15 PM 12

**Address of the Early Years Inspectorate:** Early Years Inspectorate  
Administration Building  
St Mary's Health Campus  
Gurranaברה  
Cork  
T23X440

**Inspection undertaken by:** Ms. M. O'Reilly  
**Title:** Early Years Inspector

Areas which were the subject of this Inspection		
Governance	Health Welfare and Development of Child	Safety

**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** Not Applicable

<b>Description of Service</b>	<p>Busy Bees Childcare first opened in 2019 and is a registered early years part time and sessional service that is registered for age 2-6 and currently caters for children from aged two years six months to six years and attending the Early Childhood Care and Education Scheme (ECCE). The opening hours are from 9:30am to 2:00 each day Monday to Friday. A registered school aged care service is also in operation.</p>
<b>Premises</b>	<p>Busy Bees Childcare operates out of a one storey prefabricated structure located on the grounds of Carriganima National School. There is one playroom, two children’s toilet cubicles, a wall mounted nappy changing unit and one adult toilet. There is a reception area available in the prefabricated structure that has been purposely adapted as a childcare facility. There is a designated secured outdoor play area at both sides and to the front of the premise.</p>
<b>Staffing</b>	<p>A total of three adults are currently attached to the service, this includes the registered provider who is service based. A relevant qualification in Early Childhood Care and Education at level 5 or above on the National Framework of Qualifications is held by each of the three adults, who have been employed to work directly with children.</p>
<b>Methodology</b>	<p>Tusla’s Early Years Inspectorate (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.</p> <p>The findings on inspection are based on;</p> <ul style="list-style-type: none"> <li>• Information obtained through examination of documentation</li> <li>• Direct observation</li> <li>• Discussion with relevant staff</li> </ul> <p>This inspection was unannounced and focused on areas of Governance, Health, Welfare and Development of Child and Safety. Inspections may also focus on other areas as required.</p> <p>The inspection process has been amended to minimise the amount of time that inspectors spend in the service. A sampling process was used to assess compliance under regulation</p> <p>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>
<b>Acknowledgements</b>	<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>

## GOVERNANCE

### 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 designated person in charge and a named person assigned to deputise as required.
  - (b) The person in charge was on the premise when the inspector arrived on the premise and remained for the duration of the inspection.  
There were two staff members appointed since the last inspection carried out at the service on the 27/05/21. The inspector focussed on this sample of files during the inspection.
- (2)
- (a) There were two validated references on file from a past employer in respect of the two adults.
  - (b) There was two validated references on file from a source other than from previous employer.
  - (c) A Garda vetting disclosure was available in respect of each of the adults.
  - (d) There was a completed police clearance on the adult who had worked outside the jurisdiction for a period of longer than six consecutive months. A personal file was maintained in respect of the adults working directly with the children which contained the following.  
Curriculum Vitae and Proof of Identification from official sources in the form of Driver's License and Passport.

## Part III - Management and Staff

### Regulation 9 - Management and Recruitment

(4) The two adults that worked directly with the children hold a major award ranging from a Quality and Qualifications Ireland (QQI) Level 5 certificate to a level 8 degree in Early Childhood Care and Education.

## 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
- (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

#### Compliance Information:

(1) +(3) On the day of the inspection there were three adults working directly with the fifteen children in attendance. During the period of inspection, the ratio of staff to children was maintained as per the regulations and an adequate number of adults were working directly with the children

(8)

(a) There are two staff present at all times while the service was in operation

## HEALTH WELFARE & DEVELOPMENT OF 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

#### Compliance Information:

##### BASIC NEEDS:

- Children had constant access to drinking water from their own drinking bottles which were located on a table in the entrance hall area while playing indoors and outdoors.
- A snack was served to children over the course of the three-hour session and the children attending the part time service had two food snacks. Healthy, nutritious food for these meals was supplied by parents and was noted to consist of fruit such as oranges, grapes, apples, bananas, and kiwis, filled sandwiches, crackers, wraps, meat and yogurt.

## Part V - Care of Child in Pre-school Service

### Regulation 19 - Health, Welfare and Development of Child

- Adults encouraged children to use the toilet facility independently, with assistance and reminders provided as needed.
- Staff members were observed to interact with children in a calm, supportive manner and provided guidance with materials, as required.
- A mixture of adult led play and child directed play was facilitated indoors and outdoors during the inspection process.

#### **SUPPORTING RELATIONSHIPS AROUND CHILDREN:**

- The key person system was evident in the service which enabled children to form secure relationships with the staff members caring for them.
- The adults were observed to be caring in their interaction with the children and were observed to be interested in the children’s activities and listened and spoke to them using soft tones of voice and positive language.
- Regular updates and information were furnished to parents and guardians via the services electronic system and at drop off and at collection times.
- A group activity outdoors where one staff member was observed with a number of children went on a circular group movement while singing “ring, a ring, a rosy. Further language development was observed when the children were singing different songs while lining up to wash their hands after outdoor play for example “If your happy and you know it, clap your hands and the song “head, shoulders, knees and toes”, children appeared familiar with the songs and with this routine.

#### **PHYSICAL AND MATERIAL ENVIRONMENT:**

- The playroom was observed to be well maintained, clean, pleasant, comfortable and had adequate space for the children to play.
- The room was laid out to ensure easy access to the materials by the children. The materials on display were mainly wooden and plastic in nature
- There were different interest areas for example: a home, a fine motor skill, block and reading area. There was a designated rest area provided in the care room, for children who wished to relax and opt out of scheduled activities.
- All items of interest were stored at child level such as farm and zoo animals, play dolls, handheld cars and trucks, different sized blocks and a variety of art and craft materials.
- There was a wall map indicating all the different countries that the children and parents were from promoting cultural diversity and inclusivity.
- Since the last inspection the service has further developed their own designated partially covered outdoor play area located within the national school playground. The RP had developed a bark mulch covered area to the side of the facility where children were observed digging. The RP had further secured the outdoor play area allowing the children to play on the cement surfaced area to the front of the facility where children were observed playing with the ride on and push toys. Children were noted sitting in the bench seats playing tabletop activities in the roof covered area activity.

## 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:

- Access to the main entrance door was adequately secured that prevented unauthorised access by an unauthorised person or exit by a child.
- The play materials, resources and equipment were in a satisfactory condition.
- The cleaning agents were adequately stored out of children's reach.

#### INFECTION CONTROL:

- The cleaning template schedules were available for inspection and demonstrated the service had daily specific cleaning records.
- A supply of cleaning agents and equipment was available in the service.
- Playrooms and communal areas were adequately ventilated by natural forms of ventilation.
- Personal waste including used tissues and all cleaning waste was appropriately disposed of in foot operated pedal bins in each room of the service.
- A supply of thermostatically controlled hot water, liquid soap, paper towels, hand sanitizer and bins for disposal of paper towels were available throughout the service.
- The Inspector observed the practice of handwashing was carried out by children before lunch time and after using the toilet facilities and outdoor play. There was thermostatically controlled hot water available for hygienic hand washing in the wash hand basins in the toilet areas and playroom.
- Refrigerated storage was available and in use for children's snacks.
- Tables which were used for mealtime were sanitised before and after the mid-morning snack.

#### FIRE SAFETY:

- A record of monthly fire drills was presented for examination.
- All fire exits were noted to be free from obstruction

## 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.*

## Part VI - Safety

### Regulation 25 - First Aid

Compliance Information:	<p>(1) Two of the three adults working directly with children in the service held certified, up to date First Aid Responder (FAR) training. The two adults were present on the day of inspection.</p> <p>(2) (a) There was a sufficiently stocked first aid box available in the service, which was safety stored out of reach of children.</p> <p>(b) At all times when the service was in operation, first aid supplies were accessible to adults in the event that a child may require treatment.</p>
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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

Compliance Information:	<p>(1)</p> <p>(a) A record of monthly fire drills carried out was available and indicated that the last fire drill took place on the 06/05/22.</p> <p>(b) A record of the number, type and maintenance record of firefighting equipment was maintained. It was recorded that the fire equipment was last serviced in August 2021 and the emergency fire alarm system was last tested and serviced November 2021.</p> <p>(4)</p> <p>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.</p>
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## Part V1 Safety

### Regulation 28 Insurance

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

Compliance Information:	<ul style="list-style-type: none"> <li>• The type of service covered was part time day care.</li> <li>• The registered provider had motor insurance cover to transport some of the children daily, to and from the service to their home.</li> <li>• The current insurance expires on the 29/08/2022.</li> </ul>
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