

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



**Tusla I.D:** TU2020DL006

**Name of Service** Shelly's Childcare Service

**Address of Service:** 12 Logan Close, Ludden, Buncrana, Donegal, E93 K VX6

**Email Address:** michellemckenna2019@gmail.com

**Name of Registered Provider:** Michelle Mckenna

<b>Type of Proposed Service:</b>	<b>Full Day Care</b>	<input checked="" type="checkbox"/>	<b>Part-Time</b>	<input type="checkbox"/>	<b>Sessional</b>	<input checked="" type="checkbox"/>
	<b>Drop-In</b>	<input type="checkbox"/>	<b>Childminding</b>	<input type="checkbox"/>	<b>Temporary</b>	<input type="checkbox"/>

**Proposed change:** The service proposed to increase the number of children that can be accommodated in the service from 40 to 49.

**Proposed Number of Children:** 49

**Recommended Change Following Inspection:** It is recommended that the capacity of the service increase to 47 children at any one time as per the clear floor space available in the service.

**Registered change:** Change in number of children that can be accommodated from 40 to 47

**Date of Inspection:** 2 3 0 5 2 0 2 3

**Inspection undertaken by:** L Mc Glynn

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:** St. Conal's Campus, Letterkenny, Co. Donegal. F95 XK94

**Rationale for Inspection:**  
Proposed Change of Circumstance

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

<b>Registration Status:</b>	Registered Full Day Care and Sessional Service for 47 Children
<b>Date of Registration</b>	10 <sup>th</sup> July 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).

<b>Description of Service</b>	Shelly's childcare service is a privately owned and operated early years' service situated in small rural housing development a short drive from the large town of Buncrana on the Inishowen peninsula. The service is registered to provide full day care and sessional preschool to children aged 0-6 years and operates between the hours of 6.30am-6.30pm each weekday. The service is also registered to provide school age care.
<b>Premises</b>	The premises consists of a detached dormer style dwelling house that has been purposely adapted for the provision of an early years' service. There are two care rooms on the ground floor namely the baby and toddler rooms and two rooms on the first floor providing both sessional and full day care provision to preschool children. Sanitary accommodation is available for children on both the ground and first floor and a kitchen is also located on the ground floor. There is an enclosed garden area to the rear of the premises providing outdoor play for children.
<b>Staffing</b>	There are a total of 26 staff members currently employed within the service. This includes the registered provider, childcare, relief and auxiliary staff members.
<b>Methodology</b>	<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</p>

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	administrative and legal processes. The contents of the report are compiled by the inspectorate body.
<b>Acknowledgements</b>	The Inspector wishes to acknowledge the cooperation of the registered provider and person in charge 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) There was a named designated person in charge and a named person appointed to deputise when 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.

(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.

**Requirement met:**

The requirement has been met.

(1) The service currently has 40 preschool children enrolled to attend with 13 staff members employed to work with the children. The allocation of staff to children currently enrolled is accepted as meeting the required adult child ratios.

(2) The registered provider confirmed that they are aware of the minimum ratio of adults to children specified in Part 2 of Schedule 6 and will ensure that an adequate

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	number of adults will at all times work directly with the number of children attending the service.
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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:

(1)(a) This requirement has been met.

Having regard to the number and age range of preschool children which the service proposes to cater for and the amount of time they spend on the premises there were adequate and suitable indoor play facilities in place. The premises consisted of four playrooms catering for children aged 1 year and over. The learning environments within each of the rooms were appropriate to the age and developmental stage of the children attending and proposed to attend.

The baby room contained play items to support children's sensory, cognitive and gross motor development. Handheld rattles, push toys, musical items, shape sorters and cause and effect toys were available on low level shelving or baskets at floor level making them accessible to young children. There were areas with floor mats and stable

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props whereby children could move from lying, rolling, sitting and pulling themselves to stand. The toddler room contained a range of play materials and equipment that were arranged into areas of interest. Each area was resourced with supporting equipment to provide children with opportunities to explore and use their imagination. The interest areas were uncluttered and accessible to children at low level. The resources supported children’s fine motor skills, creative expression, critical thinking and social and emotional development through jigsaws, shape sorters, art and craft materials, role and imaginary play items.

The two preschool rooms on the first floor were not assessed on this inspection as there were no proposed changes to either of these rooms.

Adequate and suitable outdoor play facilities were in place with a dedicated area at the side and rear of the building fully enclosed for children’s play. The ground covering consisted of artificial grass with integrated patterns such as a weaving pathway and a hopscotch game area. There were ride on toys, portable toys, a large climb and slide unit, a sand box and playhouse available in the area to support children’s play.

(b) Suitable and sufficient facilities for sleep and rest were provided. There was a dedicated sleep room which contained six standard cots with well fitted safety mattresses and a large container of clean bed linen. There was a supply of six stackable floor beds for children over two years that require a daytime -time nap. The playrooms contained soft furnishings where children could comfortably relax or relax throughout the day.

(2) (b) 2) (a) The boundary of the outdoor play area was secured by block walls and fencing. The location of the outdoor play area at the rear of the premises allowed for unrestricted daily access.

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

#### Regulation 22 – Food and Drink

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*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.*

<b>Requirement met:</b>	Meals and snacks are prepared on site in a designated kitchen for all children attending the service. The schedule of the day included breakfast, a mid-morning snack, lunch, dinner and an afternoon snack. One staff member is employed for the purposes of preparing meals and a separate menu was available for each of the rooms detailing a variety of nutritious meals.
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### 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.*

<b>Requirement met:</b>	<ul style="list-style-type: none"> <li>• The main entrance to the premises was secured to prevent children exiting unsupervised.</li> <li>• The kitchen and areas used to store hazardous equipment and supplies were inaccessible to children.</li> <li>• Toys and equipment appeared in good repair and were appropriate for the age of children using them.</li> <li>• The staircase was adequately lit and equipped with a handrail.</li> <li>• Suitable hand washing facilities including liquid soap and single use paper towels were provided in the children’s sanitary accommodation. Thermostatically controlled warm water was available in the wash hand basins accessible to children.</li> <li>• The premises and play equipment were visibly clean. Cleaning equipment and materials were stored in a designated storage area that was secured and not accessible to children.</li> <li>• Ventilation was provided in each preschool room and in the sanitary accommodation by way of openable windows.</li> </ul>
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- All exit routes and doors were free from obstruction. Records showed that fire drills had been carried out regularly during the current pre-school year. This allowed for children and adults to be familiar with the procedure in the event of an emergency.

### 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 met.

- (1) A number of staff in the service had undertaken first aid training for children ensuring at least one person is rostered on the premises at all times.
- (2) Two stocked first aid boxes were provided in the service, one on the ground floor and one on the first floor making them accessible to staff when 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.

#### Requirement met:

- (1)(a) A record of fire drills carried out in the premises was maintained.
- (1)(b) A record of the number and type and maintenance of the fire-fighting equipment and smoke alarm system were available. The date of maintenance of the fire-fighting equipment and smoke and emergency lighting systems was the 17<sup>th</sup> April 2023.

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### Part VI – Safety

#### Regulation 28 – Insurance

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

**Requirement met:**

There was adequate insurance cover in place to cater for up to 80 children at any one time which was valid up to 27<sup>th</sup> 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:**

- (a) The service operates from a two-story building renovated for the purposes of providing an early years' service. The registered provider confirmed that they had no knowledge of any structural defects on the building and on superficial visual inspection, the building appeared of sound and stable structure with no obvious defects.
- (b) The service was adequately secured to prevent children exiting unsupervised and unauthorised persons gaining entry.
- (c) Adequate natural lighting supplemented by artificial lighting was provided throughout the building. Natural light sources consisted of openable windows and artificial lighting consisted of insert ceiling spotlights in the conservatory area of the baby room and domed circular lights in all other areas. All lights were encased in protective covers. Directional emergency exit lights were also provided on each floor. Heating was provided via oil fired radiators in each area. Thermostat controls were provided to allow for a safe surface temperature to be maintained. Adequate means

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	<p>of natural ventilation was provided via openable windows in all playrooms, kitchen area, the first-floor landing and sanitary facilities.</p> <p>(d) The premises appeared to be in a good state of repair and was clean on the day of inspection. The building was connected to a mains water supply providing appropriate drinking water for staff and children and running water for cleaning.</p> <p>(e) On the ground floor there was one toilet, one wash basin and two nappy changing stations for children. On the first floor there were three toilets and three wash hand basins for children's use.</p>
<b>Requirement not met:</b>	(e) The service proposes to cater for 18 children on the ground floor therefore a second wash hand basin is required to comply with the requirement of one nappy changing unit/toilet and one wash hand basin for every 11 children.
<b>Response from Provider:</b>	The Nappy Changing area has now been divided into two areas separated by a screen. An additional wash hand basin was installed.
<b>Summary Comment:</b>	The requirement has been met.

### 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.*

<b>Requirement met:</b>	The service has applied to change the capacity of the baby and toddler rooms. As there was no change to the preschool rooms they were not assessed under this regulation.
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The clear floor space in the toddler room measured 23.70m<sup>2</sup> . This meets the space requirements for 10 children aged 2-3 years attending on a full or part-time day-care basis.

A clear floor area of 23.75m<sup>2</sup> was measured in the baby room. This meets the space requirements for 8 children aged 1-2 years attending on a full or part-time day-care basis.