

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Initial Inspection of Proposed New Service



Tusla I.D:	TU2022LD001											
Name of Service:	Catkins on the move											
Address of Service:	Longford Womens Link, Willow House, Ardnacassa Avenue Longford											
Address of temporary service:	Chime, Midlands Park Hotel, Jessop Street Portlaoise Laois											
Email Address:	csp.manager@lwl.ie											
Name of Proposed Registered Provider:	Tara Farrell											
Name of Proposed Designated Person in Charge:	Sinead Townsend											
Type of Proposed Service:	Sessional	<input type="checkbox"/>	Part-Time	<input type="checkbox"/>	Drop-In	<input type="checkbox"/>	Full Day Care	<input type="checkbox"/>	Childminding	<input type="checkbox"/>	Temporary	<input checked="" type="checkbox"/>
Proposed type of service	Temporary service for 29 children											
Proposed Number of Children:	13 Early years Children 16 school age children											
Registered service:	Temporary service											
Date of Inspection:	0	5	1	0	2	0	1	9				
Inspection Undertaken by:	Denise Collins											
Title:	National Registration Manager											
Tusla Early Years Inspectorate Address:	Estuary House, Henry Street, Limerick											

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Rationale for Inspection

Proposed New Temporary Service for children whose parents are attending a two day conference with Chime.

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

Registration Status:	Registered new temporary service for 13 early years service and 16 school age service
Conditions If Applicable:	n/a
Date of Registration:	5 th October 2019

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 proposed temporary service will be based in the Midland's Park Hotel. It's proposed opening hours will be from 9.30 am to 12.30 pm and 1.30pm to 4.30pm on Saturday, 5th October 2019 and from 9.30am to 12.30pm on Sunday, 6th October 2019. Each child's parent will be attending a Chime conference in close proximity of the proposed temporary service.</p> <p>This service proposes to offer an early years and school age provision. The age profile proposed is from 0 to 12 years.</p> <p>The service proposes to operate from 2 care rooms, sleep room and a break out room if required.</p>
Premises	<p>The proposed service is located over four rooms in the hotel. The proposed service has access to two care rooms, sleep room and a break out room, sanitary accommodation and disability access sanitary accommodation.</p> <p>While there is no assigned outdoor area, the proposed service can access the outdoor space connected to the hotel.</p>
Staffing	<p>The proposed registered provider will not be on site for this temporary service. There are nine adults, who will work directly with the children in the service over the two day conference.</p> <p>The adults who will work with the children, hold qualifications in early years care and education.</p>
Methodology	<p>The inspection was an announced Fit for Purpose 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 three themes; Governance, Safety and the Premises.</p>

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Initial Inspection of Proposed New Service

	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 presented to the Registration Panel for consideration of a decision in relation to the service receiving registration.
Acknowledgement	The Inspector wishes to acknowledge the cooperation of the proposed deputy person in charge and staff who were present on the day of the inspection.

Part III - Management and Staff

Regulation 6 – Registration of pre-school service

- (5) A person making an application under section 58D(2) shall enclose with the form set out in Schedule 2 or 3—
- (a) A copy of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of —
- (i) the person
 - (ii) where the person is a body corporate, each director of the body, and
 - (iii) where the person in charge is different to the registered provider, the person in charge,
- (b) in so far as is practicable, where a person specified in clause (i), (ii) or (iii) of paragraph (a) has lived in a state other than the State for a period of longer than 6 consecutive months, vetting information in respect of the person obtained from the police authorities in that state
- (c) 2 references in writing in respect of himself or herself that demonstrate that he or she is a suitable person to provide a pre-school service, including one from his or her most recent employer, if any, or where the person is a body corporate, two such references in respect of each director of the body,
- (g) a copy of —
- (I) The policies, procedures and statements specified in subparagraphs (a) to (f) of paragraph 1 of Schedule 5, and
 - (II) The safety statement (within the meaning of the Safety, Health and Welfare at Work Act 2005) of the service (if any).

Requirement met:	<p>(5)</p> <p>(a)</p> <p>(i) The requirement has been met.</p> <p>(b)</p> <p>The requirement has been met.</p> <p>(c)</p> <p>Written references were submitted as part of the application process.</p> <p>(g)(I)</p> <p>The policies, procedures and statements were submitted as part of the application process and were available and displayed in the service on the day of inspection.</p>
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TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Initial Inspection of Proposed New Service

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. There was a designated person in charge and a person who will deputise when the person in charge is absent.

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:

This requirement has been met.

(1)

It is proposed that there will be nine adults working in the service with up to 29 children aged 0– 12 years attending the service. There will be five staff working with the 13 Early Years Service. There will three staff with children 0 to 1 years old and 2 staff working with 1 to 3 years old. There will also be floating staff available at all times during the two day conference.

(8)

(b) Not applicable to this service.

(c) Not applicable to this service as there will be at least two adults present in the service at all times while it is in operation.

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, or*
 - (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 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 pre-school children attending the service have access on a daily basis to a suitable outdoor space.*
- (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:

This requirement has been met.

(1)
 (a) The Bonnie Babies and Busy Bees room which proposes to serve as the pre-school room for the duration of the conference has been divided into two distinct areas for care, play and education.

The Bonnie Babies proposes to cater for the 0 to 1 year group and the Busy Bees proposed to cater for the 1 to 3 year group. Both sections were well laid out with designated interest areas which are suitable for the age profiles being proposed.

(b) There are quiet rest areas in the care rooms. There is a designated sleep room which houses 4 cots, the hotel will be providing all the linen and the service will ensure that after each the linen is changed for each child who may sleep during their time in this service. The room’s temperature is thermostatically controlled and remains at 19°C.

(2)

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Initial Inspection of Proposed New Service

- (b) not applicable
 - (3) not applicable
 - (4) not applicable
 - (5)
- The proposed temporary service has access to the outdoor area attached to the hotel if required.

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.

Infection Control:

- There were wash hand basins in each of the sanitary accommodation cubicles with hot and cold running water, liquid soap and electronic dryer for hygienic hand washing. As the sanitary accommodation is in the hotel, all children will be accompanied when using the facilities. Two bathrooms have been designated for the sole use of the proposed service during the conference.
- There is a nappy changing facilities, disposable glove, aprons and nappy sacks will be used. The parents will be providing the nappies and wipes for their children.

Administration of Medication:

- There was a policy on the safe administration of medications to children attending the service and consent for emergency administration.

General Safety:

- Each door to the care rooms will be electronically locked and can be only accessible by a key card. This will prevent any unauthorised access or exits to this service.
- There was a fridge in the Bonnie Babies section which will store bottles and medication if required.
- As the sanitary accommodation is based in the hotel, all children will be accompanied to the sanitary accommodation to ensure the taps are not turned up to the hottest heat.

Fire Safety:

- There were emergency exit doors clearly marked in the hotel. The fire assembly point was located in the front of the building.
- The proposed service has ensured that all staff are familiar with the fire evacuation procedures in the hotel and location of fire fighting equipment.

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:

This requirement has been met.

(1)

8 of the 9 adults are trained in Paediatric First Aid.

(2)

(a) A suitable equipped first aid box was available in the two care room.

(b) The first aid boxes will be available at all times if required for use on 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 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:

This requirement has been met.

(1)

(a)

The proposed service has ensured that all staff are familiar with the hotel's fire drills. During this inspection, the fire marshal for the Hotel, Aidan Moore went through the procedure and advised no scheduled fire drills were planned for the two days.

(b)

A record of the number, type and maintenance of the fire fighting equipment and of the smoke alarms was documented and available in the hotel. The fire fighting equipment was last serviced in May 2019.

(4) A notice of the procedures to be followed in the event of an emergency was displayed.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Initial Inspection of Proposed New 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. The insurance certificate was available. The service was covered for up to 29 children proposed to attend the service over the two day conference.

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)

On visual inspection, the premises appeared to be of sound and stable structure.

(b)

The premises were safe and secure. Each child will be dropped and collected by their parents for the morning and afternoon service. Each parent will have to sign in and out each time. The doors to each of the care rooms are only accessible through a key card as will be electronically locked at all times so preventing unauthorised access or exits to and from the service. Each child will be accompanied to the sanitary accommodation.

(c) The two care room and sanitary accommodation areas were lit by natural light through windows on external walls, supplemented by artificial lighting when needed. All light fittings had appropriate safety covers. The premises were heated by heaters. The rooms had a dual heating and cooling unit sited in the ceilings. This heater was set to maintain the temperature in the rooms at 19°C. The premises were adequately ventilated with mechanical ventilation which had regular air exchanges.

(d) The premises were clean, well maintained and in good repair. The rooms will be cleaned after each day of the conference.

(e) The service had adequate sanitary accommodation facilities. There were two toilets and two wash hand basins provided for the adults, and three toilets and three wash hand basins provided for the children. In a separate cubicle there was a disability access toilet. This is where the service proposes to use as a nappy changing facility only.

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:	<p>This requirement has been met.</p> <p>(1) The Bonnie Babies and Busy Bees room has been designated into two specific areas catering for the Early years Service. The Bonnie Babies has been measured 32.4m² which can cater for the proposed five children attending this service. The Busy Bees has been measured 34.05m² which can cater for the proposed eight children attending this service. The school age provision will be provided in the All Stars Juniors and All Stars room which proposes to cater for 16 children.</p> <p>(2) Not applicable</p> <p>(3) Not applicable</p> <p>(4) Not applicable</p> <p>(5) This proposed service has ensured that a minimum of 2 m² is available for the 29 children attending this service.</p>
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