

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D: TU2022WW001

Name of Service Willow House Childcare

Address of Service: Ballinahinch Woods, Ashford,
Co. Wicklow, A67 HW24

Email Address: ashford@willowhousechildcare.ie

Name of Registered Provider: Yvonne Tierney

Type of Proposed Service:	Full Day Care	✓	Part-Time		Sessional	
	Drop-In		Childminding		Temporary	

Proposed change: Increase in capacity from 64 preschool children to 77 preschool children

Proposed Number of Children: 77

Recommended Change Following Inspection: Increase the number of children attending to 77, by increasing the number of children attending the Wobbler room from 11 to 24.

Registered change: Change in number of children that can be accommodated from 64 to 77

Date of Inspection: 2 9 0 1 2 0 2 4

Inspection undertaken by: Mona Condon

Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Loughlinstown Health Centre
Loughlinstown Drive,
Loughlinstown, Co Dublin

Rationale for Inspection:
Proposed Change of Circumstance

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

Registration Status:	Registered Full Day Care for 77 Children
Date of Registration	22 nd February 2024

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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	Willow House Childcare, Ashford was established by the registered provider in 2022 and operates as a privately-owned full day care service currently providing care and education for children aged 3 months to 6 years. The service is currently registered on the National Register of Early Years' services to cater for a maximum of 64 pre-school children and operates from 7.00am to 19.00pm each weekday.
Premises	The service is located in a two-storey standalone purpose-built premise and comprises of 5 play rooms, two sleep rooms, sanitary accommodation for both children and adults, a kitchen, staff room, 2 storage rooms, an office and an entrance hallway. The baby room, wobbler room and toddler room are located on the ground floor and the senior and junior Montessori rooms are located on the first floor of the premises. The outdoor play area for the service is sited at the back and side of the premises and car parking is provided at the front of the building.
Staffing	At present there are 11 staff employed. The regional manager for the creche is acting person in charge until a new manager is appointed. There is a named deputy person in charge employed. Future staffing will depend on the number of children attending and their ages. All staff will have childcare qualifications at least at level 5 on the National Framework of Qualifications or the equivalent.
Methodology	<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</p>

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	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.
Acknowledgements	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.

Part III - Management and Staff	
Regulation 9 – Management and Recruitment	
<i>(1) A registered provider shall ensure that—</i>	
<i>(a) the service has a designated person in charge and a named person who is able to deputise as required.</i>	
Requirement met:	The requirement has been met. (1)(a) The registered provider has ensured that there is a designated person in charge and a named person to deputise if required.

Part III - Management and Staff	
Regulation 11 -Staffing Levels	
<i>(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.</i>	
Requirement met:	The requirement has been met. (1) The service proposes to accommodate 77 children on a full day care basis in five care rooms with an adequate number of adults working directly with the children at all times. The service will employ additional staff following the approval of the proposed increased numbers of children that can attend the pre-school.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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,

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:

This requirement has been met.

(1)(a)

The service comprises of five care rooms. The rooms are bright and spacious and well laid out with interest areas, toys and equipment to cater for the age range of children who will be attending in each room. At present the Senior Montessori room is not in use.

(b) Two separate sleep rooms, one off the Baby room and a second off the Wobbler room were available.

Baby Room

Three standard cots were available in a sleep room located off the baby room (ages 3 months-1 year). The person in charge is aware that each individual baby's sleep needs must be met to sleep on demand in a cot in a separate room.

Wobbler Room

A second cot room with 11 standard cots was available located off the Wobbler room. The service has an additional 13 foldable cots to accommodate the additional 13 children aged 15 months to 2 years who will attend the Wobbler room.

The addition of a floor to ceiling room partition, which can be pushed back when not in use has been installed to divide the Wobbler room and allow for an area where children can sleep and a second area where children may be awake.

The “sleep area” within the room measures 38sq metres, which will accommodate an additional 10 cots in this space.

If needed a further 3 cots can be put into the second part of the room if needed.

It is envisioned that the children attending the Wobbler room will need varying lengths of time for sleep therefore, it will be the responsibility of the manager and staff members to ensure that all children’s needs must be met, whether awake or asleep.

All sleep areas are equipped with blinds to darken the rooms.

Toddler Room

There are 18 stackable beds available for the children who are currently attending the toddler room. These beds have been provided for children over two years of age.

Suitable rest areas have also been provided in each care room which includes the two Montessori rooms upstairs.

(2)(a)

The outdoor space consists of a large area which has mostly an artificial grass surface. There is some planting of shrubs at the periphery. It was divided using low level fencing into four distinct areas for use by the children. Easy access to the garden area was available from the baby, wobbler and toddler rooms via double doors from each of their rooms. The two Montessori rooms located on the first floor accessed their shared garden space using a separate stairway that led directly into their section of the garden.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

There were no hazards observed in the outdoor area. There was an assortment of suitable toys available for all proposed age groups attending the pre-school.

The outdoor area was found to be suitable, safe and secure.

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. The service has a healthy eating policy. The service provides the children’s breakfast, main hot dinner (supplied by outside caterers), and the morning snack. Parents provide the children’s tea and further snacks as needed depending on the child’s length of stay. A guidance document is provided to all parents of children attending to advise them regarding the food requirements for their child. Drinking water is provided in each care room for the children when thirsty. Crockery and cutlery suitable to the ages of the children in the rooms were provided. A four-week menu plan was available.

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.

- The front door entrance is locked with a security code, ensuring children cannot leave the service unsupervised and unauthorised access to the service cannot occur.
- The emergency exit doors were unobstructed.
- Storage is available for children’s belongings.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	<ul style="list-style-type: none"> • Cleaning materials and equipment are locked in a cupboard in the service. • The kitchen is inaccessible to children. • A fridge is available in the kitchen for the storage of food. Snacks are stored in the kitchen area in each care room. • A cleaning schedule for toys and equipment was available. • The sanitary accommodations were well stocked with a sufficient supply of liquid soap and paper hand towel, warm water was available in all sanitary areas as well as foot pedal bins for the safe disposal of used paper towels. • The pre-school rooms and sanitary accommodations are ventilated by mechanical ventilation. • An air conditioning system is in place to ensure the temperatures of all rooms is within the appropriate range.
--	--

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) The registered provider ensured that a person trained in first aid was at all times immediately available to the children attending the pre-school service. The person in charge had completed Pre-Hospital Emergency Care Council (PHECC) training which expires in January 2025.

(2)(a)(b) A large fully equipped first aid box available which was easily accessible and stored in a conspicuous position in the downstairs storeroom. In addition, each room had a small first aid kit available.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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) A monthly written record of the fire drill was available. The last fire drill was carried out in December 2023.

(b) A record was maintained of the number, type and maintenance of the fire-fighting equipment and smoke detection system of the service. The fire-fighting equipment was last serviced in March 2023 and the fire detection system in June 2023.

(4) A notice of the procedures to be followed in the event of a fire was displayed in the care rooms throughout the service. Two fire assembly points are identified by signage, one is located to the front of the building and a second is located in the garden area.

Part VI – Safety

Regulation 28 – Insurance

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

Requirement met:

An insurance quotation was submitted to the Registration Team prior to this inspection.

The registered provider must ensure that adequate insurance is in place prior to the commencement of the change. The change approval is contingent on the registered providers compliance with Regulation 28.

The insurance certificate was available and covers 77 children. It has an expiry date of 24th April 2024.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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) The premises appeared to be adequately maintained.

(b) The door at street level leading to the premises and the internal entrance door leading into the service were kept secured at all times during the inspection.

(c)

Lighting

The premises were adequately lit by means of natural lighting which was supplemented by artificial lighting.

Heating

Radiator heaters were located in all rooms which were both guarded and thermostatically controlled. The ambient temperatures of the care rooms and the sanitary accommodation were within the optimum care room temperature range of 18-22°C on the day of inspection.

Ventilation

Ventilation was predominantly provided by means of openable windows and trickle vents. All care rooms benefitted from openable windows. Air conditioning system has been installed throughout the service.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

(d) The service was in a clean condition. Up to date documented cleaning schedules were on display in the service.

(e) An adequate number of sanitary areas were available for the children and adults in the service.

A total of 5 nappy changing areas, 7 toilets and 9 sinks were available in 5 sanitary areas available for the children and located off their respective rooms. One nappy changing unit and one sink was available off the baby room to accommodate a maximum of six babies attending. One toilet and two nappy changing units and three sinks were available off the Wobbler room to accommodate the proposed maximum of 24 children attending.

Two toilets and one nappy changing area and three sinks were available off the Toddler room to accommodate a maximum of 18 children attending.

On the first floor three toilets and three sinks, one toilet and one sink located off the senior Montessori room and 2 toilets, and 2 sinks were located off the junior Montessori room provided for the maximum of 28 toilet trained children.

Thematically controlled warm water, liquid soap and paper towels were available in all sanitary areas and at the wash hand basins located within the care rooms.

Suitable lidded bins were provided in all sanitary areas.

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.*

Requirement met:	<p>The requirement has been met.</p> <p>(1) The service has adequate clear floor space for the proposed number of pre-school children to attend on a full day care basis as outlined below.</p> <p>(2) It is proposed that all children attending the creche will attend on a full day care basis.</p> <p>Baby room:</p> <p>The clear floor space in the Baby Room measured 26.2 square metres. This room has sufficient space to cater for the care needs of a maximum of 6 children aged 0-1 years.</p> <p>Wobbler room:</p> <p>The clear floor space in the proposed new Wobbler Room measured 66.9 square metres. There is sufficient space to cater for the care needs of a maximum of 24 preschool children aged from 1-2 years who may attend on full day care basis.</p> <p>Toddler room: The clear floor space in the proposed new toddler room measured 44.3 square metres. This room has sufficient space to cater for the care needs of a proposed maximum of 18 children aged 2-3 years attending for full day care.</p> <p>Junior Montessori</p> <p>The clear floor space in the junior Montessori room measured 44 square metres. There is sufficient room to cater for the care needs of a maximum of 19 children attending for full day care.</p> <p>Senior Montessori</p> <p>The clear floor space in the senior Montessori room measured 23.9 square metres. There is sufficient room to cater for the care needs of 10 pre-school children aged from 3-4 years if attending full day care basis.</p>
-------------------------	---