

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D: TU2023OY001

Name of Service Memory Lane Pre-school

Address of Service: 12 The Sycamores, Edenderry, Co. Offaly, R45 A525

Email Address: carriepierce21@gmail.com

Name of Registered Provider: Caroline Pierce

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

Proposed change: Change in the number of children attending from 22 to 44 children by adding additional room.
Change in number of staff from 2 to 4.

Proposed Number of Children: 44

Recommended Change Following Inspection: Change in the number of children attending from 22 to 44 children
Change in number of staff from 2 to 4.

Registered change: Change in the number of children attending from 22 to 44 children
Change in number of staff from 2 to 4.

Date of Inspection: 2 9 0 8 2 0 2 4

Inspection undertaken by: D. Molloy

Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Early Years Inspectorate, Tusla, Child and Family Agency,
Primary Care Centre, Church Avenue, Tullamore, Co. Offaly
R35K1W4

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Rationale for Inspection: Proposed Change of Circumstance

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

Registration Status:	Registered Full Day, Part-Time & Sessional for 44 children
Date of Registration	04 September 2024

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	Memory Lane is a full day care, part time and sessional service. The service is located in a housing estate in the town of Edenderry in rural Co. Offaly. The service caters for children in the age range from 2 year to 6 years and operates from 07:00-18:00 from Monday to Friday.
Premises	This premises was originally purpose built for the sole purpose of carrying on an early years' service, but now, part of it is used by the registered provider as a domestic dwelling. The part of the premises used as an early years' service has an entrance hall, one large open plan playroom designated for use by the preschool children and is also use as a sleeping facility. There are three toilets and a nappy changing facility. The service has use of the owner's domestic kitchen. Access is restricted to the domestic dwelling. The proposed new room is connected to the building and can be accessed by its own entrance door.
Staffing	Three staff in addition to the registered provider will be employed in the service. All staff members held a major award in Early Childhood Care and Education at Levels, 5 to 6 on the National Framework of Qualifications
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 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.</p>
Acknowledgements	The Inspector wishes to acknowledge the cooperation of the registered provider, person in charge, and staff who were present on the day of the inspection.

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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)

The service had a designated person in charge and a named person to deputise as 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

Requirement met:

This requirement has been met.

(1)

An adequate number of adults are proposed to work directly with the children in the service.

Up to 22 preschool children availing of sessional care can be accommodated in the new room in the service at any one time, bringing to 44 the total number of children to be catered for in the service.

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.

Requirement met:

This requirement has been met.

(1)

(a) The service was equipped with adequate and suitable facilities for each child to play indoors and outdoors while in the service. Toys and equipment were noted to be freely available and accessible to the children and were developmentally appropriate and stimulating. These included toys for fine motor skill development such as beads and threading, and tactile equipment including prewriting and grip toys, sensory equipment including sand trays and sand, arts and crafts equipment including blocks bricks and shapes. Imaginary play and role play equipment included dressing up clothes, dolls and buggies were available.

The registered provider had ensured that a suitable, safe, and secure outdoor space to which the preschool children have access on a daily basis is provided on the premises. The outdoor play area can be accessed directly from the playroom.

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A range of toys and equipment was provided in the outdoor play area outdoors including mud kitchen, ride on and pull along toys, potting and planting and chalk and black boards.

The new playroom was set out in a child centred manner including particular areas of interest and soft seating and a rest area.

(b) There were adequate and suitable facilities for a pre-school child to rest during the day.

A cosy rest area was provided including child soft seating and cushions.

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:

This requirement has been met.

It is proposed that children accommodated in the new room will bring in their own lunches from home in keeping with the Healthy Eating Policy of the service.

A fridge is provided for safe storage of the children’s lunches.

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.

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:

This requirement has been met.

(1)
Two staff are qualified in First Aid Response (FAR) and will be available on the premises throughout the proposed opening hours.

(2)
(a) A fully equipped first aid box is available in an accessible and conspicuous location in the playroom.
(b) The first aid box is available at all times.

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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.

Requirement met:

This requirement has been met.

(1)(a) A recording system was in place to maintain records of any fire drills as conducted and it was proposed that a monthly fire drill be carried out.

(b) The maintenance record for firefighting equipment in the service indicated that an annual service was conducted on November 21, 2023. The smoke alarm system record has been checked on August 20, 2024.

(4)
A notice of the procedure to be followed in the event of a fire was wall mounted in the playroom.

Part VI – Safety

Regulation 28 – Insurance

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

Requirement met:

This requirement has been 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 service had a proposed insurance certificate to confirm cover for a total of up to 44 preschool children. Insurance cover will be valid until end of March 2025.

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) All internal walls and ceilings were freshly painted with no evidence of dampness or mould growth visible.

(b) All site boundaries were secure.

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	<p>(c) The setting was well lit with a combination of natural and artificial light. The light fittings were covered with shatterproof diffusers. The service was heated by radiators that could be thermostatically controlled at between 18°C to 22°C. Openable windows were in place in the playroom, sanitary accommodation.</p> <p>(d) The room was newly constructed and decorated, was clean, and well appointed. A proposed cleaning schedule and a cleaning roster is available in the playroom room which would document the proposed cleaning. The premises was maintained in a proper state of repair, the floor covering throughout the room sanitary accommodation and hallway was in good condition and were clean.</p> <p>(e) There were two new toilets and two new wash hand basins for the use of the proposed 22 additional preschool in the service. The wash hand basins were provided with thermostatically controlled hot water, heated to a maximum of 43°C, liquid soap, disposable paper towels and foot pedal operated bins.</p>
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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.

Requirement met:	<p>This requirement has been met.</p> <p>(1) The new room in which it is proposed to accommodate the additional children in sessional care enough free floor space to accommodate this proposal. Sufficient floor space is available in this playroom. A minimum of 1.818 5 m² of clear floor space is available for the proposed 22 children to be accommodated in this new room.</p> <table border="1" data-bbox="481 1408 1495 1697"> <thead> <tr> <th>Room name</th> <th>Number of children.</th> <th>Age range</th> <th>Type of service</th> <th>Space available</th> <th>Space required</th> </tr> </thead> <tbody> <tr> <td>New Playroom</td> <td>22</td> <td>2 years to 6 years.</td> <td>Sessional</td> <td>Total 40.5m² free space available</td> <td>To accommodate 22 preschool children in sessional care @39.996 m²</td> </tr> </tbody> </table>	Room name	Number of children.	Age range	Type of service	Space available	Space required	New Playroom	22	2 years to 6 years.	Sessional	Total 40.5m ² free space available	To accommodate 22 preschool children in sessional care @39.996 m ²
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