

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Initial Inspection of Proposed New Service

Tusla I.D:	TU2023OY001
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Name of Service:	Memory Lane Pre-school
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Address of Service:	12, The Sycamores, Edenderry Co. Offaly R45A525
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Email Address:	carriepierce21@gmail.com
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Name of Proposed Registered Provider:	Caroline Pierce
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Type of Proposed Service:	Full Day Care	<input checked="" type="checkbox"/>	Part-Time	<input checked="" type="checkbox"/>	Drop-In	<input type="checkbox"/>
	Sessional	<input checked="" type="checkbox"/>	Childminding	<input type="checkbox"/>	Temporary	<input type="checkbox"/>

Proposed service type:	Full Day Care. Part-Time. Sessional Service.
Proposed Number of Children:	22 aged 2-6 years in sessional care in the morning. 6 children aged 2-6 years in full day care in the afternoon.
Outcome of the F06 Inspection	Full Day / Part Time / Sessional service for 22 children (6 Full Day). Age 2 - 6 years. Hours of operation 07:00 – 19:00.
Registered service:	Registered Full Day / Part Time / Sessional service for 22 children (max 6 Full Day Care).

Date of Inspection:	1	5	0	8	2	0	2	3
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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
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Rationale for Inspection

Proposed New Service

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

Registration Status:	Registered Full Day / Part Time / Sessional service for 22 children (max 6 Full Day Care).
Date of Registration:	30 th August 2023

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	Ms. Pierce is proposing to operate Memory Lane as a full day care service, also proposing to operate as it as a part time and sessional service. The service is located in a housing estate in the town of Edenderry in rural Co. Offaly. It is proposed to care for children in the age range from 2 year to 6 years. The service will operate between the hours of 7.00am to 7.00 pm from Monday to Friday.
Premises	It is proposed to operate this service from a premises that was originally purposed built for the sole purpose of carrying on an early years' service and was historically used as such. Now it is proposed that only part of the premises is utilised as an early years' service. The remainder of the premises will not be in use. The premises proposed for the early years' service has an entrance hall, one large open plan playroom designated for use by the preschool children and for use as a sleeping facility. There are two toilets off the play room and an additional nappy changing facility off the hallway.
Staffing	It is proposed that initially two staff will work directly with the preschool children including the designated person in charge. The qualifications of the proposed staff members in Early Childhood Care and Education are from Level 5 to 6 on the National Framework of Qualifications.
Methodology	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

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	<p>Services) (Amendment) Regulations 2016. The Inspection focused on regulations under four 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 the registering application. 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>
Acknowledgement	<p>The Inspector wishes to acknowledge the cooperation of the proposed registered provider and person in charge who were present on the day of the inspection.</p>

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 adults working directly with the children attending the pre-school service.

Requirement met:

This requirement has been met.

(1) An adequate number of adults were proposed to work directly with the proposed 22 preschool children attending the purposed 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, 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 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 was equipped with adequate and suitable facilities for each child to play indoors and outdoors while in the service.

	<p>A good range of toys and equipment was provided, in the playrooms.</p> <p>Outdoor equipment was varied and offered opportunity to play, and it is proposed that children will be involved in gardening the potting area which has been set up for planting.</p> <p>Child sized furniture including low level tables and chairs, and low-level shelving were provided for children’s use.</p> <p>(b) There were adequate and suitable facilities for a pre-school child to rest during the day as a cosy rest area was provided in the playroom. Low beds were provided for use of children who would be availing of full day care and part time care. These beds were positioned in a restful area in the right-hand corner of the play room. The large play room can accommodate children not sleeping in the opposite of the room which is set up for free play and child led activities.</p> <p>(2)</p> <p>(a) A suitable, safe, and secure outdoor space was provided on site for children’s use.</p>
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Part V – Care of Children in Pre-School Services

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 registered provider had an understanding of healthy eating and will implement a healthy eating policy in the proposed service for which a policy has been devised.

It is proposed that the 22 preschool children availing of sessional care will bring in their lunches from home in line with the healthy eating policy.

It is proposed that parents will supply main meals for individual children who will avail of full day care service and that the proposed registered provider will supply an afternoon snack and a second meal. It is purposed that the reheating of meals supplied by parents and the preparation of snacks, and one additional meal required for children availing of full day care service will be carried out the kitchen which will be subject to inspection from the Health Service Executive , Environmental Health Department.

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 in relation to the following measures that were noted on the day of the inspection to safeguard the children’s health, safety, and welfare and to ensure that the environment of the service was safe.

Infection Control.

- A site-specific infection control policy was available in the proposed service and the registered provider stated that staff would be fully informed of the policy.
- A constant supply of hot and cold water, liquid soap, disposable paper towels and foot pedal operated bins was provided in the sanitary accommodations and in the nappy changing area.
- Storage will be provided to store spare clothing for children.
- A supply of clean spare linen will be on hand for the children’s low beds.
- The proposed registered provider stated that cleaning schedules and a cleaning rota will be maintained and will open for inspection.

Environment.

- Parking and set down will be available on the public road and no cars will be permitted onto the premises.
- A pest control system will be in place in the proposed service.
- A safe location to store additional cleaning equipment and supplies will be provided and will be inaccessible to children.
- Refuse bins will be stored away from play area and were inaccessible to children.

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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)

Adults qualified in First Aid Response (FAR) will be available on the premises each day.

(2)(a)(b)

A fully equipped first aid box was available in an accessible and conspicuous location in 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 firefighting 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 will be in place and will be available for inspection demonstrating a record of fire drills conducted and it is proposed that the fire evacuation drills will be carried out on a monthly basis.

(b) The maintenance record for firefighting equipment and smoke alarms in the service indicated that an annual service was conducted on 24th June 2023.

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(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.

Full insurance received for Full Day Care for 22 children.

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 ventilate*
- (d) cleaned, maintained, and repaired, as required, and*
- (e) equipped with adequate and suitable sanitary facilities*

Requirement met:

This requirement of part (a),(b),(c),(d) have been met.

(a) All internal walls and ceilings were freshly painted with no evidence of dampness or mould growth visible. All internal windows and glass panel doors leading to outside of the service appeared to be both water tight and weather tight when closed.

(b) All site boundaries were secure including wooden the gate in the outdoor play area.

(c) The setting was well lit with a combination of natural and artificial light.

The light fittings throughout the premises were covered with shatterproof diffusers. Good artificial lighting was provided in the playroom. The area of playroom set aside for the purpose of sleeping facility has softer lighting.

The service was heated by oil radiators that were thermostatically controlled. Openable windows were provided in all rooms .

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	<p>(d) The service was clean and well maintained and had been redecorated by the proposed registered provider.</p> <p>Cleaning schedules and cleaning roster were prepared which will document what was cleaned and the staff member with responsibility for conducting the cleaning.</p> <p>The service was maintained in a proper state of repair, the floor covering throughout the rooms was in good condition and was clean.</p> <p>A washing machine and dryer located in the domestic dwelling provided facilities for laundry in the service.</p> <p>(e) Two toilets and one hand basin for children’s use were located off the playroom . A nappy changing facility with wash hand basin was located off the main hallway. An additional toilet for use of staff was located at the end of the hall.</p> <p>The toilets and the nappy changing facility were ventilated by openable windows.</p>
Requirement not met:	<p>The requirements under part (e) have not been met .</p> <p>(1)Two wash hand basins were not provided in the sanitary accommodation off the play room where two toilets were provided for children’s use.</p> <p>(2)Although two toilets were provided for children’s use in the sanitary off the play room these were unsuitable as these toilets were not adequate partitioned and were not provided with suitable doors so as to afford privacy and to maintain dignity when children using the toilet.</p>
Response from Provider:	<p>(1)The proposed registered provider submitted photographic evidence showing that an additional wash hand basin had been put in place in the sanitary accommodation.</p> <p>(2)The proposed registered provider submitted photographic evidence showing that a partition between the two toilets and a door into each cubicle, so as to afford privacy to the children have now been put in place in the sanitary accommodation.</p>
Summary Comment:	<p>Following the actions of the registered provider the requirements of this regulation have now been met.</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.
- (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) 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).

Requirement met:	Room name	Number of children.	Age range	Type of service	Space available	Space required
	Play Room Sessional Care	Proposed accommodate 22 preschool children .	2 years to 6 years.	Sessional In morning	Total space available 56.24m ²	Proposed 22 children availing of sessional care 22x1.818 =39.996 m ²
	Play Room Full day care.	Proposed to accommodate 6 preschool children 2-3	2 to 3 years	Full day care in afternoon.	Total space available will be assessed when	Proposed children availing of full day care 6@2.35 m ² per preschool child.

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		<p>years in full day care .</p> <p>If children availing of school aged child care are facilitated in this playroom space available for preschool children must not be infringed.</p>			<p>number of children availing of full day care has been established.</p>	<p>6 x2.35 =14.1 m²</p> <p>If children availing of school aged child care are facilitated in this playroom space available for per preschool children must not be infringed.</p>
<p>(2)(3) Adequate floor space was available for proposed 22 children to be cared for on a sessional basis and for the proposed six preschool children proposed to avail of full day care if the space used to accommodate these children is not infringed should a school aged service be operated in this playroom. The area of the playroom met the requirements for a sessional service.</p>						