

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Initial Inspection of Proposed New Service

<b>Tusla I.D:</b>	TU2023TY006
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<b>Name of Service:</b>	Totally Kids
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<b>Address of Service:</b>	St Michael's Girl's National School, St Michael's Street, Tipperary Town
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<b>Email Address:</b>	totallykidsclub@gmail.com
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<b>Name of Proposed Registered Provider:</b>	Michelle Quinlan and Therese Roche
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<b>Type of Proposed Service:</b>	<b>Full Day Care</b>		<b>Part-Time</b>	✓	<b>Drop-In</b>	
	<b>Sessional</b>	✓	<b>Childminding</b>		<b>Temporary</b>	

<b>Proposed service type:</b>	Part Time / Sessional
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<b>Proposed Number of Children:</b>	22
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<b>Outcome of the F06 Inspection:</b>	Part Time/Sessional Service for up to 22 children aged 2 – 6 years 8.45am – 1.30pm, Monday – Friday
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<b>Registered service:</b>	Registered Part Time/Sessional Service for 22 Children
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<b>Date of Inspection:</b>	3	1	0	8	2	0	2	3
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<b>Inspection Undertaken by:</b>	L McGeeney
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<b>Title:</b>	Early Years Inspector
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<b>Tusla Early Years Inspectorate Address:</b>	Civic Offices, Limerick Road, Nenagh
	Co. Tipperary

<b>Rationale for Inspection</b>
<b>Proposed New Service</b>

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

<b>Registration Status:</b>	Registered Part Time/Sessional Service for 22 Children
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<b>Date of Registration:</b>	4 <sup>th</sup> September 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>	The proposed service will provide care and education to children aged 2- 6 years on a sessional or part time basis, Monday to Friday, 8.45am – 1.30pm for 38 weeks of the year.
<b>Premises</b>	The proposed premises is a recently constructed log cabin in the grounds of St Michael’s girls national school in Tipperary town. The premises is a single storey, detached building with a large activity room, side room, kitchenette and sanitary accommodation area. The site of the early years service is separated from the school grounds by mesh fencing and a gate.
<b>Staffing</b>	The registered providers will work directly with the children in the service each day. It is proposed that a third member of staff will be employed to work with the children.
<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 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>
<b>Acknowledgement</b>	The Inspector wishes to acknowledge the cooperation of the proposed registered providers 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 registered providers will be the persons in charge and can deputise for each other 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.  
(8) Without prejudice to paragraphs (2) to (7)—  
(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,

#### Requirement met:

This requirement has been met.

(1) It is proposed that there will be at least 2 staff working directly with up to 22 children for the morning session and 2 staff working with up to 16 children in the afternoon.

(8)(a) It is proposed that there will be at least two staff present at all times while the service 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, 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 children will have access to a bright, comfortable indoor space as well as a spacious outdoor environment. The activity room was well resourced and laid out with defined interest areas including mark making area, tabletop activities and dining areas, small world areas and cosy relaxation area. The home corner/imaginative play area was set up in the side area off the main room.

(b) There was a cosy rest area in the main room with floor mat, cushions and blankets, where the children could rest and relax during the day. A sleep mat was available for use if required by a child who needed to sleep while attending the service.

(2)(a) The area at the back of the premises was enclosed and available to the children for outdoor play. This space was for the exclusive use of children attending the service. The philosophy of the service focused on outdoor play as the main learning environment, supplemented by play indoors. The outdoor area had a mature tree in the centre, grass surface, concrete paths, large sand pit and mud kitchen area. The wooden, covered porch at the entrance door formed part of the outdoor play environment and was furnished with a table and chairs for outdoor dining and activities as well as storage units for outdoor play resources.

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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:

This requirement has been met.

The service had a healthy eating policy. The children will bring a packed lunch which will be stored in the fridge in the kitchenette. Children attending on a part time basis will bring extra food to eat in the afternoon. Snacks such as fruit and rice cakes will be available in case a child is hungry during the day or between meals. The children will have drinking water available to them throughout the day. They can bring their own drink bottles of water and there was a water station on a shelf near the entrance door where the children can serve themselves.

Drinking water was available from the tap at the sink in the kitchenette and there was a supply of bottled water.

### 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.

#### General Safety

The service was accessed through the front gate of the national school which will be secured once all of the children have arrived in the morning. School staff managed access to the site during the day to prevent any unauthorised access to the site.

The service had its own security system with a lockable gate preventing unauthorised access to the entrance door or outdoor play area.

Hot water was thermostatically controlled not to exceed 43°C.

#### Infection Control

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There were hand washing sinks in the sanitary accommodation area and in the kitchenette for staff and children to wash their hands at appropriate times during the day.

### Administration of Medications

The service had a policy regarding the administration of medications to children attending the service.

## 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) The registered providers held current certification in first aid response (FAR) valid until April 2025.

(2)(a) There was a new, fully stocked first aid box available and stored in a cupboard in the kitchenette where it was easy to access when required.

(b) The first aid box was available if required by a child attending the service.

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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) There was a written record available for recording the monthly fire drills that will take place in the service.

(b) There was a written record of the fire fighting equipment which was installed on 25 August 2023 and of the smoke alarm system which was recently installed and commissioned.

(4) There was a notice of the procedures to be followed in the event of a fire displayed on the wall in the main room of the service.

### 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 was submitted to the Registration Office, valid from 31/08/23 to 27/03/24 covering 22 children on a Part Time Basis.

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) The premises was a newly constructed wooden building.

(b) The service was safe and secure.

(c) The service was well lit and ventilated with natural light and air through openable windows and doors. The premises was heated by wall mounted electric heaters with protective covers.

(d) The premises was newly constructed, well finished, clean and in good repair. There was a cleaning schedule for the service to ensure that the premises and facilities were maintained in a clean and hygienic condition.

(e) There was a sanitary accommodation area in the premises with two children’s toilet and wash hand basins and one staff toilet and wash hand basin. This was sufficient provision for up to 22 toilet trained children and up to 8 staff. Nappy changing facilities will be provided if children who are not yet toilet trained apply to attend the service. The registered providers said that all of the children currently enrolled to attend the service were toilet trained.

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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.*

(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).*

#### Requirement met:

This requirement has been met.

(1) The service had 41.485m<sup>2</sup> of clear floor space available.

(4) The service had sufficient space to cater for the proposed 22 children in the morning session and up to 16 children in the afternoon.