

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Initial Inspection of Proposed New Service



Tusla I.D: TU2023WD002

Name of Service: Kids at Play

Address of Service: Carn Glas Court, Waterford City, Waterford.
X91W0VF.

Email Address: Kidsatplaywaterford@gmail.com

Name of Proposed Registered Provider: Aoife Lynch

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

Proposed service type: The provider's application proposed to register a full day care service, operating from 9am to 6pm, Monday to Friday for 50 weeks of the year, caring for 22 early years children, aged 2 to 6 years.

Proposed Number of Children: 22

Outcome of the F06 Inspection (e.g., type of service, numbers, age ranges, times,) By agreement with the proposed provider on inspection this was revised to an application to provide a sessional service for up to 11 children aged 3 to 6 at any one time.

Registered service: Registered Sessional Service for 11 children.

Date of Inspection: 0 4 0 8 2 0 2 3

Inspection Undertaken by: Norma Thornton, Noelle Ruddy,

Title: Early Years Inspector, Inspection & Registration Manage

Tusla Early Years Inspectorate Address: Early Years Inspectorate, Tusla, Athy Road, Carlow.

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Rationale for Inspection

Proposed New Service

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

Registration Status:	Registered Sessional Service for 11 children.
Date of Registration:	28 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	<p>On application to the early years inspectorate registration department, Kids at Play proposed to register as a full day early years service, offering 22 children aged 2 to 6 years, a play-based service, from 9am to 6pm, Monday to Friday, for 50 weeks of the year. The service has a registered school age service, which is intended to run concurrently from the same space.</p> <p>Following inspection and review of the service facilities, Kids at Play now proposes to operate a play based sessional early years service for children aged 3 to 6 years. The service proposes to offer allocated sessional appointments, no more than 3.5 hours at any one time for individual children, between the hours of 9am and 6pm. The maximum number of early years children that can be accommodated at any one time will be 11.</p>
Premises	<p>The proposed service will operate from the ground floor of a three-storey mixed use residential and business complex, located in the Carn Glas Court residential estate in Waterford city. There are two main classrooms in the service, classroom 1 and classroom 3, with a connecting corridor which leads to the staff toilet, storage area and staff office. Childrens toilet facilities can be accessed from both classrooms and contain two toilets and one wash hand basin. The service's entrance is located at the back of the building, where there are car parking facilities provided for families.</p> <p>A designated outdoor play space secured by a 6-foot wooden fence, can be accessed from the exit door in the large classroom, at the opposite side of the building.</p>

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Staffing	The provider proposes to employ three qualified staff members to work directly with the children. It is proposed that volunteers/students will also work in the service to support the qualified staff members.
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 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	The inspectors wish to acknowledge the cooperation of the proposed registered provider and staff members who were present on the day of the inspection.

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 proposed registered provider will be the designated person in charge daily. A second named person is proposed 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.*
- (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:

(1) The provider proposes that there will be at least three qualified staff members working directly with the early years children.

(8)(b)(c) Not applicable as the registered provider intends to have at least two qualified staff members on the premises always.

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:

(1)(a) Two classrooms, classroom 1 and classroom 3 are available for children to play indoors. In classroom 1, play materials and resources such as board games, bean bags, track toys, peg boards, jigsaws and additional manipulative blocks and connectors were stored on high shelving and in closed cupboards.

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	<p>A trampoline, child sized chairs, round table and bean shaped table were available in classroom 1.</p> <p>In classroom 3, additional rectangular tables and child sized seating were available with creative resources such as art materials.</p>
<p>Requirement not met:</p>	<p>(1)(b) While there was a child sized couch available in classroom 1, the rest area required further development to make it an inviting area to rest in.</p> <p>(2)(a) An outdoor play space was in development at the front of the building. This area was secured with a six-foot wooden fence and provided a grass area of 37 square metres for children to play in. This area contained one play tray on a stand and the frame of a small swing. The area required development for daily use by children. The outdoor area was substantially overlooked by residential tenancy units above. The proposed provider advised that they are considering installation of a canopy cover for shade and privacy.</p>
<p>Response from Provider:</p>	<p>(1) The proposed provider has submitted the following response: We have developed two rest areas.</p> <p>Photographic evidence of the additional provision of soft cushions, mats, rugs, and blankets were submitted.</p> <p>(2) The proposed provider submitted the following action; We have developed our outdoor space- purchased outdoor activities and materials to make our outdoor space more functional and appealing for daily use.</p> <p>See photographic evidence attached.</p> <p>Photographic evidence was submitted which contained photos of play equipment, including a bean bag, tuff tray, ball it, swing seat, crawling tunnel, water play and a manipulative outdoor game.</p>
<p>Summary Comment:</p>	<p>The actions submitted are appropriate to address the non-compliances. The implementation of these actions to meet the individual needs of children in the service will be reviewed on the next inspection.</p>

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Regulation 22 – Food and Drink	
<i>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.</i>	
Requirement met:	<p>The inspectors observed that drinking water was readily available in the service.</p> <p>The school aged children present on the day of inspection were observed to have bought lunches from home, which they were served on appropriate plates at 13:25 hours, seated at the tables in classroom 3. Drinking cups were also available.</p>
Requirement not met:	<p>1.The inspectors observed that there was no healthy eating policy in place for the service. It is acknowledged that the service’s ethos regarding food provision stated “At Kids Play, we understand the difficulties surrounding food for some service users. Based on this we do not provide meals or snacks and allow you to send appropriate foods to suit your child’s requirements”.</p> <p>2. The inspectors observed that perishable food items such as cooked ham and ham sandwiches provided in the school aged children’s lunches was not refrigerated as is the recommended best practice in safe food guidelines. A refrigerator was available in the office/kitchenette area.</p>
Response from Provider:	<p>1.The provider submitted the following corrective response; We have written a healthy eating policy. See attached policy for evidence.</p> <p>2. The provider responded stating; Usually all food is stored in the refrigerator- with the day that was in it I got flustered and forgot- apologies. All staff have re-read our infection control policy and in line with that, perishable food items are refrigerated as is the recommended best practice in safe food guidelines.</p> <p>Please see photographic evidence attached.</p> <p>Photographic evidence of food stored in the refrigerator was submitted.</p>
Summary Comment:	<p>The actions submitted are appropriate to address the non-compliances. The implementation of these actions to meet the individual needs of children in the service will be reviewed on the next inspection.</p>

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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:

General Safety.

1. The main door to the service was in classroom 3, directly accessing the carpark facilities at the back of the building. This was secured with a thumb lock internally and prevented any unauthorised persons from entering the service.
2. All emergency doors in the service were observed to be clearly lit and unobstructed.
3. The provider stated that a risk assessment of the outdoor play area was to be carried out and documented daily, once the area was in use.
4. There was a designated safe and secure storage area for cleaning materials and equipment, which was inaccessible to the children.

Infection Control.

1. Drinking water from the public water supply was readily available and accessible to the children and staff.
2. Liquid hand soap and paper hand towelling were observed in the children’s toilets and in the designated staff toilet.
3. There were daily cleaning schedules of the service facilities and equipment, available which were signed by staff.

Requirement not met:

General Safety.

1. The inspectors observed that the thumb lock on the entrance/exit door could be easily accessed by a child. The inspectors were not assured that children could not exit the premises.
2. The nappy changing unit which was observed in the lobby space of the children’s toilets, was not appropriate or safe for the age profile and needs of the children proposed to attend the service.
3. The location of the nappy changing unit was not suitable as the lobby space was confined, posing a potential risk of injury to children and staff during restricted

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	<p>transfer of children on and off any changing unit.</p> <p>4.The tiled ramp area from the outside of classroom 1’s exit door to the outdoor area was tiles and although had a few rubber mats on it, this area could potentially cause a slip hazard during wet or cold weather.</p> <p>5. Emergency medicines were observed stored in a locked medicine cabinet on the office wall. The key for this cabinet was stored in a unit below but was one of several keys on a key ring which may delay access to required medicines in the event of a medical emergency.</p> <p>Infection Control.</p> <p>1. The signed cleaning records that were reviewed as part of the inspection process were not dated.</p> <p>2.The inspectors observed that personal staff belongings and children’s sleep equipment were stored on a shelving system in the staff toilet. This posed a potential risk of cross contamination within the service.</p> <p>3. The rubbish bins in both classrooms were not pedal operated and required staff to lift the lids, posing an increased risk of cross infection.</p> <p>4. A cloth towel was observed hanging from the nappy changing unit which is not recommended for use in management of infectious diseases in preschool settings.</p>
<p>Response from Provider:</p>	<p>The proposed provider submitted the following responses.</p> <p>General Safety.</p> <p>1.An additional chain lock has been added to said door’s security. See photographic evidence attached.</p> <p>2. The nappy changing unit has been removed and another sink fitted (see photographic evidence attached).</p> <p>3. We have updated our nappy changing policy to include- children must wear pull ups while attending Kids at Play so that we can change and toilet children standing up. Please see policy evidence attached.</p> <p>4. Nonslip mats are lain from the front door to the outdoor area gate, please see photographic evidence.</p>

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	<p>5. A hook has been applied to the medicine cabinet for the key. Please see photographic evidence.</p> <p>Infection Control.</p> <p>1. A space for the date to be inputted has been added to our cleaning records- please see appendix.</p> <p>2. The staff toilet has been cleared out- see photographic evidence.</p> <p>3. Pedal bins have been purchased for all spaces requiring bins please see photographic evidence.</p> <p>4. The towel has been removed.</p> <p>Evidence submitted; Photographic evidence to support each action had been submitted.</p>
<p>Summary Comment:</p>	<p>The actions submitted are appropriate to address the non-compliances. The implementation of these actions will be reviewed on the next inspection.</p>

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 not met:

(1) On review of staff files and qualifications, it was determined that no staff member in the proposed service held a qualification in the required pre-hospital emergency care paediatric first aid responder training. It is acknowledged that staff did hold qualifications in emergency first aid and a basic paediatric first aid course.

(2)(a)(b) While there were two first aid bags available in two locations, one in the office and one in classroom 3, the inspector observed that there were four ampoules of solution that had expired in November 2022. A record for checking the contents and expiry dates of contents of the first aid bags was not available.

Response from Provider:

The proposed provider responded stating that;

1. A staff member had since completed PHECC first aid training (10/08/2023) please see photographic evidence. It is proposed that two additional staff members will complete the PHECC first aid training on 7 September. In the meantime, the qualified staff member will be always on site when early years children are present. See copy of certificate attached.
2. All out of date items have been removed. A record for checking the contents and expiry dates of contents of the first aid bags have been created and are now in use. See appendix attached.

Evidence submitted;

Photographic evidence of PHECC first aid training certificate.

Copy of record for checking first aid bag contents.

Summary Comment:

The actions submitted are appropriate to address the non-compliances. The implementation of these actions will be reviewed on the next inspection.

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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:	<p>(1)(b) A maintenance record was available for review, recording the regular maintenance of firefighting equipment. The fire detection alarm system was recorded as having been serviced on the 10 July 2023 and the fire-fighting equipment was recorded as having been serviced in November 2022.</p> <p>(4)A notice of the procedures to be followed in the event of a fire was displayed in three points within the service. A fire assembly point was observed at the back of the building, to the right of the entry/exit door.</p>
Requirement not met:	<p>(1)(a) The inspector observed that a record was available for the recording of monthly fire drills carried out in the service, however the fire drills were not consistently carried out monthly, as recommended by fire safety guidelines for preschools. The last fire drill was recorded as having been carried out on the 09 June 2023.</p>
Response from Provider:	<p>The proposed provider responded stating the following action had been implemented; A fire drill has since been carried out on the 8 August and the record has been updated to include proposed dates of future monthly fire drills which will ensure they are carried out monthly. See appendix.</p> <p>Evidence submitted; copy of record template for recording monthly fire drills.</p>
Summary Comment:	<p>The action submitted is appropriate to address the non-compliance. The implementation of this action will be reviewed on next inspection</p>

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Part VI - Safety

Regulation 28 – Insurance

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

<p>Requirement not met:</p>	<p>The current insurance certificate indicates cover for a childcare provider of a part-time service with linked afterschool & holiday care and a play and social skills group for children with additional needs. The age range insured is 4 to 15 years, and the cover period is 27 December 2022 to 27 December 2023. It is acknowledged that the owner has sought quotes for part time and full day care provision, but these quotes do not indicate a revised age range.</p>
<p>Response from Provider:</p>	<p>The proposed provider responded stating; that there is currently no insurance for an early years service as we are not registered yet- prior to the commencement of an early years service there will be sufficient insurance in place for early years children aged 3-6 and covering max 11 early years children on site at any one time. My insurance for our registered school age service has always been up to date with full cover and this is my intention for any future service.</p>
<p>Summary Comment:</p>	<p>The proposed provider must ensure that adequate insurance is in place prior to the commencement of the service. Registration approval is contingent on the provider's compliance with regulation 28. Insurance received for sessional service with maximum 11 children valid until 27th December 2023.</p>

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:

(a) No issues with structural soundness were brought to the attention of the inspectors.

(b) Access to the service was controlled, families and visitors ring a bell at the main door and are greeted in person, by a staff member to gain entry to the premises.

(c) The service was naturally lit with several windows. The natural light available was supplemented by flush ceiling spotlights, each with a protective cover. All the windows could be opened to provide natural ventilation. Heating was provided by an electric heating system with radiators which could be thermoregulated not to exceed 50°C.

(d) There were cleaning schedules and signed records available.

(e) There were two existing designated children’s toilets, with one hand wash basin in the adjacent lobby area. A separate designated staff toilet was provided. Both areas were ventilated by the same mechanical ventilation system.

Requirement not met:

(e) A second handwash basin was not available for the second designated children’s toilet. Therefore, the maximum number of children that can be in the service at any one time is 11, in line with management of infectious disease in childcare facilities and other childcare settings best practice. The recommended ratio of toilets and handwash basins is 1 of each to a ratio of 11 children.

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Response from Provider:	The proposed provider responded stating that a second handwash basin has been added to the children's toilets- please see photographic evidence. Evidence submitted- Photograph of a new second handwash basis installed in the children's toilet facilities.
Summary Comment:	The action submitted is appropriate to address the non-compliance. The implementation of this action will be reviewed on next inspection.

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.*

Requirement met:	<p>(1) There is adequate and clear floor space available in two classrooms, classroom one and three, for up to 11 early years children to attend a sessional early years service. A third vestibule connecting classroom one and three, is not suitable to function as a classroom.</p> <p>(2) Not applicable, as it is now proposed to register this service as a sessional service.</p> <p>(3) There is a minimum of 1.818 square metres of clear floor space available for each of the proposed 11 preschool children.</p> <p>(4)(a) There is a minimum of 1.818 square metres of clear floor space available for each of the proposed 11 early years children to attend a sessional service. The total combined, clear floor space available, in the two proposed classrooms is 78 square metres. Classroom 1 measures at 59 square metres and classroom measures as 19 square metres.</p>
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(b) Not applicable as it is proposed that the service is to operate solely as a sessional service.