

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Initial Inspection of Proposed New Service

**Tusla I.D:** TU2024DL002

**Name of Service:** Raphoe Community Playgroup

**Address of Service:** The Suile Centre, The Diamond, Raphoe, Lifford,  
Co.Donegal. F93TR0X

**Email Address:** RCP.MANAGER16@GMAIL.COM

**Name of Proposed Registered Provider:** Sarah Bradley

<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>	

**Proposed service type:** Sessional

**Proposed Number of Children:** 22

**Outcome of the F06 Inspection**  
(e.g., type of service, numbers, age ranges, times,)  
It is recommended to register the service to provide sessional care from 9.00am to 12.30pm for a maximum of 22 children aged 2-6 years.

**Registered service:** Registered Sessional Service for 22 children aged 2 – 6 years.

**Date of Inspection:** 0 1 0 8 2 0 2 4

**Inspection Undertaken by:** L McGlynn

**Title:** Early Years

**Tusla Early Years Inspectorate Address:** Donegal Early Years Inspectorate, St. Conal's Campus,  
Letterkenny, Co. Donegal. F95 XK94

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### Rationale for Inspection

### Proposed New Service

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

<b>Registration Status:</b>	Registered Sessional Service for 22 children.
<b>Date of Registration:</b>	09 <sup>th</sup> August 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).

<b>Description of Service</b>	Raphoe community playgroup is a community based not for profit service located within the rural town of Raphoe in central Donegal. The service is proposing to move one part of their service to a new premises in the centre of the town. The service will provide sessional care for children aged 2-6 years from 9.00am to 12.30pm each weekday.
<b>Premises</b>	The service will operate from a detached building to the rear of a community centre. The building consists of one large playroom with adjacent children's sanitary accommodation.
<b>Staffing</b>	It is proposed that there will be three staff members employed to work in the service. The registered provider will not be on the premises on a daily basis. There is a named person in charge and a named deputy in their absence.
<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</p>

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	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.
<b>Acknowledgement</b>	The Inspector wishes to acknowledge the cooperation of the proposed person in charge who was 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 requirement has been met.

There is a named adult in charge of operating the service and a second named adult to deputise if 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.  
 The service is registered to cater for a maximum of 22 children aged two to six years at any one time. Three staff members will be employed to be present during service 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) There was one designated playroom for use by children attending the service. The room was a bright, welcoming and spacious environment

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	<p>equipped with a range of age-appropriate learning materials for children. The equipment was laid out in a manner that provided a range of interest areas for children to explore independently. Low level open shelving housed baskets of play items and a kitchen area, construction materials and small world play items were all available within the room to support the progressing learning needs of children.</p> <p>(b) Adequate and suitable rest facilities, appropriate to the ages of the children and length of time in the service are in place. A corner area of the playroom is set out with a low-level couch, tent and cushions for children to play quietly or relax.</p> <p>(2) (a) An emergency exit door in the playroom led directly out to a fully enclosed paved outdoor play space. There were play items in the space for children’s use and the convenient location of the area will allow for free movement of children between the indoor and outdoor environments.</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:

This requirement has been met.

It is proposed that the service will provide a morning snack for children which will be made in the service kitchen. Children will bring their drinking bottle from home. Milk and water will also be provided by the service and available to children throughout the day. It is proposed that dietary requirements of individual children will be met. Refrigeration for perishable foods and snacks, cutlery, crockery and wash up facilities were available in the service kitchen.

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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:

This requirement has been met.

- Provisions were in place to secure entry points to the service to prevent unauthorised access and the unsupervised exit of a child.
- All toys and equipment appeared to be in good condition, well maintained and appropriate for the age group the service proposes to care for. There were no observable hazards in the playroom or in any of the areas accessible to children.
- There was a suitable area for the storage of cleaning equipment and chemicals which will not be accessible to children. Medication is to be stored in a high-level press in the kitchen, out of children’s reach.
- Emergency exit routes were free from obstruction and the designated fire assembly point was easily identifiable.
- Foot pedal operated bins were available throughout the home for the safe disposal of waste items and large waste storage outdoors was inaccessible to children.
- The playroom was ventilated with openable windows to provide a circulation of fresh air when required.
- The water in the wash hand basins for use by children had been thermostatically controlled. Liquid soap and hand dryers were observed on the day of inspection to support effective handwashing.

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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:

The requirement has been met.

- (1) Certification of appropriate training in first aid for children was available for two staff members with an expiry date in November 2024.
- (2)(a)(b) A first aid box was available on the day of the inspection with confirmation of additional supplies on order provided to the inspector.

### 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 partially met.

- (1)(a) There was a mechanism in place for recording fire drills.
- (b) A record of the number, type and maintenance record of the firefighting equipment was maintained. The most recent maintenance record for firefighting equipment was dated in March 2024.
- (4) The person in charge confirmed the exit route and procedures to be followed. A

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	notice of which is displayed in the room.
<b>Requirement not met:</b>	(b) A maintenance record of the smoke alarm in the service was not available on the day of inspection.
<b>Response from Provider:</b>	A copy of the Annual Certificate of Servicing and Testing has been submitted, dated 2 <sup>nd</sup> August 2024.
<b>Summary Comment:</b>	The requirements for this regulation have been met.

### 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.

The service had insurance cover for a sessional service for a maximum of 22 children valid from 02/09/2024 to 27/03/2025.

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) The service proposes to operate from a newly constructed community building with concrete blocks and rendered in smooth plaster. The proposed person in charge confirmed that they have no knowledge or concerns around the structural integrity of the building. On superficial visual inspection, there was no evidence of structural defects on the interior or exterior of the building.
- (b) Provisions were in place to adequately secure the building to prevent children exiting unsupervised and unauthorised persons gaining entry.
- (c) There was adequate heat, lighting and ventilation in the service. The lighting was provided by natural light leading from openable windows supplemented with recessed florescent lighting. The playroom was ventilated by openable windows and there was mechanical air purification system throughout the building. The rooms were heated by an air to water heating system and each area was thermostatically controlled within the required ranges for care rooms.
- (d) The premises appeared to be in a good state of repair and was clean on the day of inspection. The building was connected to a mains water supply providing appropriate drinking water and running water for cleaning.
- (e) The sanitary facilities in the service were adequately equipped with wash hand basins and toilets for the number of adults and children that will be in attendance. There were two toilets, three wash hand basins and one nappy changing bench available for children’s use.

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.*
- (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:**

The requirements for this regulation have been met.

- (1) Adequate clear floor space was provided in the care room for the work, play and movement of the 22 children that it is proposed to accommodate on a sessional basis.
- (3) There was 79.32m<sup>2</sup> of clear floor space to cater for the proposed number of 22 children.