

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Initial Inspection of Proposed New Service

**Tusla I.D:** TU2024DY003

**Name of Service:** Small Steps

**Address of Service:** Mount Argus Creche, Lower Kimmage Rd, Harolds Cross, Dublin 6W.

**Email Address:** smallsteps19@gmail.com

**Name of Proposed Registered Provider:** Albana Beleshi

<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:** Part Time/Sessional

**Proposed Number of Children:** 33

**Outcome of the F06 Inspection:**

- The service can accommodate 33 children who attend on a part-time or sessional basis.
- The number of children attending each room must be in accordance with those outlined under Regulation 30.
- The service is proposing to operate from 9:00am to 13:00pm Monday to Friday on a school calendar basis 38 weeks of the year.

**Registered service:** Registered Part Time/Sessional Service for 33 Children

**Date of Inspection:** 1 3 0 6 2 0 2 4

**Inspection Undertaken by:** Sarah Quigley

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:** Tusla – Child & Family Agency, Trinity Building, IDA Business Park, Bray, Co Wicklow.

### Rationale for Inspection

### Proposed New Service

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

**Registration Status:** Registered Part Time/Sessional Service for 33 Children

**Date of Registration:** 24<sup>th</sup> June 2024

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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 private childcare facility aims to provide sessional and part-time care for pre-school children aged 2 to 6 years of age. The proposed hours of operation are between 09:00hrs and 13:00hrs and the service proposes to accommodate a maximum number of 33 children attending on a part-time and sessional basis.
<b>Premises</b>	The premises are located on the grounds of the Mount Argus Catholic Church campus in a residential area of Harold's Cross, South County Dublin. It is a purpose-built facility which is attached to a community centre. The service has 2 care rooms, a catering kitchen, and a storage room. There is an enclosed outdoor space to the rear of the premises.
<b>Staffing</b>	The registered provider proposes to be the appointed a manager for the service and a named person to deputise has been appointed as required.
<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 provider and/or person in charge 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:

The requirement has been met.

(1)(a) The registered provider will act as the designated person in charge and a named person to deputise has been appointed 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.

(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:

The requirement has been met.

(1) The registered provider has stated that there will be an adequate number of adults working with the children attending the service. Two adults are available to work in the service to ensure the required adult to child ratio is maintained initially; a number of adults have been recently recruited to work in the service who the registered provider stated will commence employment when required.

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.
- (3) A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph applies, shall ensure that—
- (a) a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises, or
  - (b) where no such space is provided, the pre-school children attending the service have access on a daily basis to a suitable outdoor space.
- (4) Where outdoor space to which the pre-school children attending the service have access is provided on the premises of a sessional pre-school service other than such a service to which paragraph (2) applies, a temporary pre-school service or a pre-school service in a drop-in centre, the registered provider shall ensure that such outdoor space is suitable, safe and secure.
- (5) Where pre-school children attending a sessional pre-school service other than such a service to which paragraph (2) applies, a temporary pre-school service or a pre-school service in a drop-in centre have access to an outdoor space other than such a space specified in paragraph (4), the registered provider shall ensure that such outdoor space is suitable.

**Requirement met:**

The requirement has been met.

(1)(a) The service comprises of 2 care rooms. The rooms are bright and spacious and well laid out to cater for the age range of children which will be attending in each room. A large outdoor play area is available to the rear of the service.

(1)(b) Designated rest areas are available in each of the care rooms. The registered provider has low level beds and bedding available should a child require a sleep during the day.

(2)(a) There is an outdoor area provided on the premises. There is direct access from one care room to the outdoor area which has an impact absorbing covering suitable for use all year round. The area is secured by an appropriate perimeter wall. There are no hazards identified in the outdoor area.

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## Initial Inspection of Proposed New Service

### 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 stated that a healthy eating policy is in place and this will be communicated to all parents on commencement in the service. The registered provider proposes that lunch and a morning snack will be provided by the parents/guardians of the children in attendance. A large refrigerator is available in the service to store perishable items taken in from home.

### 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:

The requirement has been met.  
External doors will be secured to prevent children from exiting the service unsupervised and to restrict unauthorised persons from gaining access to the service. The gate in the outdoor area is suitably secured. There is no access from the adjoining community centre into the service. There is provision for the appropriate disposal and storage of waste including the provision of foot pedal operated bins in the care rooms and sanitary areas. Cleaning schedules and an infection control policy are in place. Handwashing facilities are available to staff and children with warm water, soap, and paper towels.

### 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) The registered provider who will be the designated person in charge holds a current certification in first aid responder (FAR) training for children.  
  
(2)(a) A suitably equipped first aid box is provided in the service. The box is clearly identifiable and readily accessible.

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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:

The requirement has been met.

(1)(a) The registered provider has indicated that fire drills will be carried out when the service is operational and had appropriate documentation available to record fire drills when in operation.

(1)(b) There is a record available relating to the number and type of firefighting equipment and for the commissioning of the fire detection and alarm system.

(4) Notices of the procedures to be followed in the event of fire are displayed conspicuously throughout the premises. Two fire assembly points were identified.

### Part VI - Safety

#### Regulation 28 – Insurance

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

#### Requirement met:

Full insurance was provided to the Registration Team for a Part Time Service with afterschool covering a maximum of 33 children at any one time, valid from 02/09/2024 until 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:

The requirement has been met.

(a) The service will be located in a purpose-built single storey facility. The registered provider stated the premises is of sound and stable structure.

(b) There is one point of entry to the childcare service. The main door which allows access directly into the service which is secure with a key lock mechanism and a bell to enable staff to provide supervised access to parents and visitors. The outdoor area is secured to prevent a child leaving the area unsupervised and to prevent unauthorised access to the area.

	<p>(c) The premises benefits from high levels of natural light via large glass windows. There is supplemental artificial lighting also provided from covered ceiling lights in the rooms. There is a gas central heating system in place to provide heat where required. Large windows in each of the care room can be opened to provide natural ventilation; mechanical ventilation is provided in the sanitary areas where there are no windows.</p> <p>(d) Cleaning schedules are in place and the premises, and its environs were clean and well maintained on the day of inspection.</p> <p>(e) Sanitary facilities have been provided in the service. There are 3 toilets and 3 wash hand basins designated for children’s use. One toilet and one wash hand basin has been provided for adults which has been adapted for use by an adult or child who may have a disability. Thermostatically controlled hot water is available and did not exceed 43°C. The registered provider stated that children will be toilet trained prior to commencing in the service, however a nappy changing facility was available should it be required.</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) 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.
- (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).
- (5) A registered provider of a temporary pre-school service shall ensure that a minimum of 2 square metres of clear floor space is available for each child attending the service.

<b>Requirement met:</b>	<p>The requirement has been met.</p> <p>(1) The registered provider detailed the proposed maximum numbers of children in each care room. Adequate clear floor space has been provided for the work, play and movement of these children proposed to attend the service as demonstrated below:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Room</th> <th>Red Room (Room 1)</th> <th>Yellow Room (Room 2)</th> </tr> </thead> <tbody> <tr> <td>Clear floor space</td> <td>25.66sqm</td> <td>59.3sqm</td> </tr> <tr> <td>Proposed age range</td> <td>2 to 6 years</td> <td>2 to 6 years</td> </tr> </tbody> </table>	Room	Red Room (Room 1)	Yellow Room (Room 2)	Clear floor space	25.66sqm	59.3sqm	Proposed age range	2 to 6 years	2 to 6 years
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		<b>Proposed number of children</b>	11 (Part-time & sessional)	22 (Part-time & sessional)	<p>(2) Based on the proposed maximum number of 33 children the registered provider stated will be in attendance, the proposed allocation of those children between the 2 care rooms, and the age range of those children attending on a part-time or sessional basis, the required amount of floor space is available.</p>
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