

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Tusla I.D.: TU2024KE004

Name of Service Cookies Early Learning Centre

Address of Service: Aughamore, Loughbollard, Clane, Co. Kildare, W91 XPV3

Email Address: inquiry.cookieselcclane@gmail.com

Name of Registered Provider: Megan Cooke- Smith

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

Proposed change:

- The service proposes to open a fifth care room.
- The services propose to increase the numbers of children attending from 75 – 108.
- The service proposes to increase the numbers of staff employed from 19 – 22.

Proposed Number of Children: 108

Recommended Change Following Inspection:
Change in Number of Children from 75 to 108 children.
Change in Number of Staff from 19 to 22 children

Registered change:
Change in Number of Children from 75 to 108 children.
Change in Number of Staff from 19 to 22 children

Date of Inspection: 1 5 1 0 2 0 2 4

Inspection undertaken by: Therese Duignan

Title: Early Years Inspector

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Tusla Early Years Inspectorate Address:	Vista Primary Care Centre, Ballymore Eustace Road, Naas, Co. Kildare, W91 X38W
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Rationale for Inspection:
Proposed Change of Circumstance

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

Registration Status:	Registered Full Day, Part-Time & Sessional Service for 108 children
Date of Registration	18th October 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).

Description of Service	<p>Cookies Early Learning Centre provides full day, part time and sessional care and education to pre-school children aged 1 to 6 years. School age care is provided also.</p> <p>The service operates from 7.30am – 18.30 hours Monday to Friday.</p>
Premises	<p>The premises is a purpose-built facility located at ground level in a housing development in a residential area on the outskirts of Clane Co. Kildare. There are four pre-school rooms, two cot rooms, a kitchen, office, sanitary facilities and storage space provided.</p> <p>Two outdoor play areas are located to the front and one side of the building. Set down and parking facilities are available outside the premises.</p>
Staffing	<p>The registered provider was not present. The person in charge and deputy person in charge facilitated the inspection. Twelve adults were present on the day of the inspection including the chef who freshly prepares food for the children each day.</p> <p>All adults employed and working directly with pre-school children had a major award in Early Childhood Care and Education at level 5 or higher on the National Framework of Qualifications.</p>

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<p>Methodology</p>	<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 the following 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 registering the change in circumstance. 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>
<p>Acknowledgements</p>	<p>The Inspector wishes to acknowledge the cooperation of the persons in charge, staff and children 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:

The requirement has been met.

(1)(a) The registered provider ensured that there is a designated a 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:

The requirement is met.

(1) The registered provider has ensured that there will be at all times an adequate number of adults working directly with the children attending the pre-school service including the additional proposed 33 children.

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—

- (b) of a full day care service, a part-time day care service, a sessional preschool service or a childminding service that moves premises 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.*

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Requirement met:	<p>The requirement is met.</p> <p>(1)</p> <p>(a) The pre-school room had suitable play materials and equipment displayed on low level shelving and accessible to the children. There are clearly defined areas of interest including home corners, construction areas, dress up, sensory play, small world and rest areas with libraries. A variety of play and learning materials included puzzles, jigsaws, interconnecting manipulative equipment, blocks, cars, dolls, an assortment of props for the interest areas and plenty of art and craft materials.</p> <p>A sufficient and appropriate number of child-size tables and chairs to cater for the proposed number of children was available.</p> <p>(b) A suitable rest area with a child sized couch, cushions and floor mats is provided in the proposed care room. It was available for any child wishing to take a break from activities and to rest.</p> <p>(2)(b) The two outside play areas were safe, suitable and secure. They were enclosed by a by high level metal boundary fence with sliding bolts to secure the gates.</p>
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Part V - Care of Child in Pre-school Service

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:	<p>The requirement is met.</p> <p>The service has a healthy eating policy in place.</p> <p>A four-week menu was available and demonstrated varied and nutritious food freshly prepared. A cook is employed to prepare food daily for the children. Children’s dietary needs are catered for.</p> <p>The children attending the proposed care room on a sessional basis will bring their own morning snack. Water is freely available to the children at all times. A fridge is available for the storage of the snacks.</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:

The requirement is met.

Access to the pre-school room is electronically secured and is controlled by staff members.

Cleaning agents are safely stored out of the reach of children.

There is storage space in the proposed care room to store the children’s personal belongings safely.

Thermostatically controlled hot water, liquid hand soap, paper hand towels are available in the sanitary areas for hygienic hand washing and drying and foot pedal operated bins for hygienic and safe disposal of used paper towel and tissues are available.

Nappy changing facilities are available.

The fire exit is clearly marked and unobstructed.

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 is met.

(1) Two adults working in the service have current certification in first aid for children.

(2)(a)(b) A suitably equipped first aid box was available and accessible to children in 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 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:

The requirement is met.

(1)

(a) Documentation was available for recording monthly fire drills. The most recent fire drill was conducted on 17 September 2024.

(b) There were maintenance records available of the number, type and maintenance of firefighting equipment and the smoke alarm, which were 12 May 2024 and 30 July 2024, respectively.

(4) A notice of the procedures to be followed in the event of fire was clearly displayed on the premises.

Part VI – Safety

Regulation 28 – Insurance

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

Requirement met:

The requirement is met.

An insurance certificate was submitted to the Registration Team prior to this inspection. The registered provider must ensure that adequate insurance is in place prior to the commencement of the change. The change approval is contingent on the registered providers compliance with Regulation 28.

The registered provider had evidence of insurance cover for 110 children. The insurance cover was valid from 9 August 2024 – 8 August 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:

- (a) Visually, the proposed care room and premises are in a state of good repair.
- (b) The care room is located in the premises and is secured from unauthorised entry by an electronically secured main door which was controlled by staff members.
- (c) There were five openable windows in the proposed care room providing natural daylight and ventilation.
 Ten LED ceiling lights were in place to provide additional artificial lighting were fitted also.
 The sanitary areas were ventilated by an openable window to ensure that the air is circulated in this enclosed space.
- (d) Daily cleaning schedules were in place for the pre-school room and sanitary areas.
- (e) There are adequate and sufficient sanitary facilities provided in the proposed care room and overall service for the proposed number of children to attend and include:
 - Three toilets and three wash hand basins were attached to the proposed care room.
 - Overall, in the service there are three toilets and three wash hand basins for adults in the service.
 - Overall, in the service there are three nappy change units, and three wash hand basins located in the service

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.*

Requirement met:	<p>The requirement is met.</p> <p>(1), (2) A total clear floor space of 78 m² is available in the proposed pre-school room for the maximum daily attendance of thirty-three pre-school children ranging in age from 2 years 8 month – 6 years attending for the Early Childhood Care and Education (ECCE) Scheme and thirty-three pre-school children ranging in age from 3 – 6 years attending on a full day care or part-time care basis.</p>
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