

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Initial Inspection of Proposed New Service

|                                                                                              |                                                                                                               |   |                     |   |                  |   |   |   |
|----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|---|---------------------|---|------------------|---|---|---|
| <b>Tusla I.D:</b>                                                                            | TU2024WH001                                                                                                   |   |                     |   |                  |   |   |   |
| <b>Name of Service:</b>                                                                      | Kids Kottage                                                                                                  |   |                     |   |                  |   |   |   |
| <b>Address of Service:</b>                                                                   | GAA Community Centre, Main Street, Tyrrellspass, Co. Westmeath                                                |   |                     |   |                  |   |   |   |
| <b>Email Address:</b>                                                                        | info@kidskottage.ie                                                                                           |   |                     |   |                  |   |   |   |
| <b>Name of Proposed Registered Provider:</b>                                                 | Deirdre Raleigh                                                                                               |   |                     |   |                  |   |   |   |
| <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>                                                                | Sessional                                                                                                     |   |                     |   |                  |   |   |   |
| <b>Proposed Number of Children:</b>                                                          | 22                                                                                                            |   |                     |   |                  |   |   |   |
| <b>Outcome of the F06 Inspection</b><br>(e.g., type of service, numbers, age ranges, times,) | Sessional service for 22 children aged 2yrs 8 months -6 years attending from 09:00 to 12:00 Monday to Friday. |   |                     |   |                  |   |   |   |
| <b>Registered service:</b>                                                                   | Registered Sessional Service 22 children.                                                                     |   |                     |   |                  |   |   |   |
| <b>Date of Inspection:</b>                                                                   | 2                                                                                                             | 2 | 0                   | 8 | 2                | 0 | 2 | 4 |
| <b>Inspection Undertaken by:</b>                                                             | C. O' Connor Hughes                                                                                           |   |                     |   |                  |   |   |   |
| <b>Title:</b>                                                                                | Early Years Inspector                                                                                         |   |                     |   |                  |   |   |   |
| <b>Tusla Early Years Inspectorate Address:</b>                                               | Early Years Services, SAP office, St Loman's<br>Campus, Springfield, Mullingar, Co. Westmeath                 |   |                     |   |                  |   |   |   |

### Rationale for Inspection

### Proposed New Service

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

|                              |                                           |
|------------------------------|-------------------------------------------|
| <b>Registration Status:</b>  | Registered Sessional Service 22 children. |
| <b>Date of Registration:</b> | 28 <sup>th</sup> August 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> | <p>This independently operated service is seeking registration to provide a sessional service to accommodate twenty-two children. The age range of children to be enrolled in the services is between two years and eight months to six years of age.</p> <p>The service is proposing to operate on a temporary basis, while a new building is erected to provide permanent accommodation for the twenty-two children, on the grounds of the Kids Kottage premises located nearby in Tyrrellspass, Co. Westmeath.</p> <p>The proposed service will operate between the hours of 09:00 and 12:00 on a Monday to Friday basis. An Early Childhood Care and Education programme will be provided.</p>                                                                                                                                                                                                         |
| <b>Premises</b>               | <p>The proposed premises is the local Gaelic Athletic Association (GAA) centre located in the village of Tyrrellspass, Co. Westmeath. The premises consists of large community hall with a kitchen, a lobby area and sanitary accommodation.</p> <p>The community centre will continue to operate as a community facility and proposed to be used by the pre-school service in the mornings. All play equipment must be cleared away and set up daily. The sanitary accommodation is used by the public when the service is not in operation. There is an outdoor play area located at the rear of the proposed premises.</p>                                                                                                                                                                                                                                                                              |
| <b>Staffing</b>               | <p>Three adults will work directly with the proposed twenty-two children in the proposed new service.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <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> |

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|------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>Acknowledgement</b> | The Inspector wishes to acknowledge the co-operation of the proposed registered provider who was present on the day of the inspection. |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------------|

| Part III - Management and Staff                                                                                                                                   |                                                                                                                                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| Regulation 9 – Management and Recruitment                                                                                                                         |                                                                                                                                                        |
| <i>(1) A registered provider shall ensure that—<br/>(a) the service has a designated person in charge and a named person who is able to deputise as required.</i> |                                                                                                                                                        |
| <b>Requirement met:</b>                                                                                                                                           | <p>The requirement was met.</p> <p>(1)(a)<br/>The proposed pre-school service has a named designated person in charge and deputy person in charge.</p> |

| Part III - Management and Staff                                                                                                                                                                        |                                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Regulation 11 -Staffing Levels                                                                                                                                                                         |                                                                                                                                                                       |
| <i>(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.</i> |                                                                                                                                                                       |
| <b>Requirement met:</b>                                                                                                                                                                                | <p>The requirement was met.</p> <p>(1)<br/>Three adults are proposing to work in the service to ensure that the required adult to child ratio will be maintained.</p> |

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### 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:

The requirement was met.

#### (1)(a)

The proposed room to accommodate the proposed 22 children is equipped with adequate and suitable play materials and equipment. Low level tables and chairs are in place. Age-appropriate toys and materials are accessible on low level shelving. A full stocked home corner, a kids cottage shop with supplies, a cosy rest area with a library is available for children's use.

#### (b)

Suitable and adequate rest facilities are available in the service.

#### (2)(a)

The outdoor play area consists of a tarmac surface area with a fence and gates at the rear of the service. Toys and equipment will be brought out to the play area for children's use daily and include a selection of tricycles, balls, skipping ropes and other play items for physical games.

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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 requirement was met.

Parents will provide lunches for children attending on a sessional basis.  
A fridge is available in the kitchen for the storage of perishable foods.

### 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 was met.

The main entrance doors to the proposed pre-school service are secured by a shutter door. A risk assessment is in place to ensure the shutter door is closed to prevent children leaving the premises.  
The emergency exit doors are unobstructed.  
A designated fire assembly point is located at the back of the premises.  
The main kitchen is inaccessible to children.  
A designated area was available for the storage of cleaning materials.

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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 was met.

(1)

One adult is qualified in first aid response (FAR) training. A second adult is trained in paediatric first aid.

(2)(a)

A fully stocked first aid box is located in a conspicuous position in the service.

(b)

A first aid box is available 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 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 was met.

#### (1)(a)

A written record is available for monthly fire drills to be conducted in the pre-school service.

#### (b)

Maintenance records and the fire certificate were available for the firefighting equipment and smoke alarms dated 27 May 2024 and 25 September 2023 respectively.

#### (4)

A notice of the procedure to be following in the event of a fire was displayed in a conspicuous position in the premises.

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### Part VI - Safety

#### Regulation 28 – Insurance

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

#### Requirement met:

The requirement was met.

Evidence of adequate insurance was submitted to the registration team prior to this inspection. The service is insured from the 28<sup>th</sup> March 2024 to the 27<sup>rd</sup> March 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 was met.

(a)

The community centre appears to be of sound and stable structure.

(b)

Two entrance doors lead into the lobby area of the community hall with a shutter to lock for safety. A risk assessment is in place to ensure the shutter is closed when the children are present in the service.

(c)

Heating for the premises is provided by means of four wall mounted electric heaters installed near the ceiling. The commissioning date for the heating was 22 August 2024.

An environmental temperature of 18.7 degrees Celsius was recorded in the premises.

Natural lighting is supplemented by adequate artificial lighting in the service. There are four elevated windows in the room openable by an extendable rod to allow for natural ventilation.

The service is connected to both the public drainage and public water supply.

(d)

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The floors and the walls are in a good state of repair and maintenance. A cleaning schedule was available for the service.

Pest control documentation dated 22 August 2024 was available and an external pest control contractor is engaged on a need's basis.

A contractor for the collection of refuse bins has been engaged by the service to collect refuse from the premises on a scheduled basis.

(e)

Suitable sanitary accommodation for the proposed twenty two pre-school children in daily attendance are provided.

There are two water closets and two wash hand basins. A nappy changing unit is provided if required.

Wash hand basins are plumbed with an instantaneous supply of hot and cold water. The temperature at the wash hand basins was 33.7 degrees Celsius.

The sanitary accommodation are stocked with a sufficient supply of liquid soap and paper hand towel.

Staff sanitary accommodation is available consisting of one water closet and one wash hand basin.

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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.

#### Requirement met:

The requirement was met.

(1)

Adequate clear floor space was available to provide the children with an environment to work, play and move freely.

(2)

The measurements of the community hall submitted measured 72m<sup>2</sup> which accommodates the proposed number of children of 22 children attending on a sessional ECCE basis.

(3)

A minimum of 1.818 square metres of clear floor space is available for each child proposing to attend the service.