

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

<b>Tusla I.D.:</b>	TU2015CN058
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<b>Name of Service</b>	Sunny Hollow (Ballymachugh Childcare Group)
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<b>Address of Service:</b>	Omard, Kilnaleck Co. Cavan
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<b>Email Address:</b>	sunnyhollowbmh@gmail.com
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<b>Name of Registered Provider:</b>	Norine Mulligan
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<b>Type of Proposed Service:</b>	<b>Full Day Care</b>	<input checked="" type="checkbox"/>	<b>Part-Time</b>	<input checked="" type="checkbox"/>	<b>Sessional</b>	<input checked="" type="checkbox"/>
	<b>Drop-In</b>	<input type="checkbox"/>	<b>Childminding</b>	<input type="checkbox"/>	<b>Temporary</b>	<input type="checkbox"/>

<b>Proposed change:</b>	To increase the numbers of children attending from 88 to 94 using existing rooms.
<b>Proposed Number of Children:</b>	94
<b>Recommended Change Following Inspection:</b>	Change the number of children accommodated from 88 to 94 in the service.
<b>Registered change:</b>	Change in number of children accommodated from 88 to 94 in the service.

<b>Date of Inspection:</b>	2	2	0	8	2	0	2	5
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<b>Inspection undertaken by:</b>	AM Cunningham
<b>Title:</b>	Early Years Inspector

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<b>Tusla Early Years Inspectorate Address:</b>	Tusla Early Years Inspectorate
	Meath Child & Parent Support Hub, Commons Road, Navan,
	Co. Meath C15 CP23

<b>Rationale for Inspection:</b>
<b>Proposed Change of Circumstance</b>

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

<b>Registration Status:</b>	<b>Registered Full Day Care Service for 94 Children</b>
<b>Date of Registration</b>	<b>22<sup>nd</sup> September 2025</b>

<b>Authority to Inspect</b>
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>	Sunnyhollow (Ballymachugh Childcare Group) is a community operated Early Years Service. The service provides full day, part- time, sessional and school aged childcare and education for children from 4 months to 6 years. The service operates from 8.00am-6.00pm each weekday and caters for a maximum of 88 children per day. There are five care rooms.
<b>Premises</b>	There are five care rooms namely the Giggling Grasshoppers (Baby Room), Busy Bees Room (Toddler Room), Busy Bugs Room (Preschool Room), Blooming Butterflies (Preschool room), Curious Caterpillars (Preschool Room).  The service also has a cot room, kitchen and sanitary facilities and an office. An outdoor area is also available on the premises.
<b>Staffing</b>	The registered provider employs 23 staff members which includes the manager, a cook and one administration staff.
<b>Methodology</b>	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)

	Child and Family Agency Act 2013 Child Care Act 1991 (Early Years Services) Regulations 2016	Version 05 Implemented- Aug 2022 EYI-IR12.23 F07 FFP (CIC)	<b>2 of 10</b>
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	<p>(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>
<b>Acknowledgements</b>	<p>The Inspector wishes to acknowledge the cooperation of the person 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. The service has a designated person in charge and a named person who can 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 requirements have been met.

(1) The registered provider has ensured that there is at all times an adequate number of adults working directly with the children attending the pre-school service. The registered provider is aware of the ratios under reg 11 and has advised of the staffing levels in each care room.

**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.*
- (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 (2) 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*

**Requirement met:**

(1)(a) The requirement has been met. Play materials and play equipment in all care rooms are visible and easily accessible to the children on open shelving at their height which supported children to have choices in selecting materials and equipment to play with. Tables and chairs in each room are appropriate to the age and stage of development of pre-school children attending the specific care rooms. The care rooms are well resourced and had areas of interest with supporting equipment which incorporated natural/sensorial materials, art and crafts and a range of suitable toys.

(b) The requirement has been met. Three cots rooms are available with a total of 14 standard cots for the younger age group requiring sleep. Stackable beds are placed on the floor in the care room for the older age group. Cosy areas consisting of mats and

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## Inspection Due to a Proposed Change of Circumstances

soft furnishings are available in each care room for children to take a break from activities if needed.

(3)(a) The outdoor space is divided into 3 areas. The smaller area is for the Giggling Grasshoppers room which has an artificial grass surface and is enclosed by fencing with a secured side gate. Equipment included house and ride on toys, blackboards, additional equipment is also brought out. The larger outdoor space and the addition of another outdoor space to the side of the building facilitates the remainder of the care rooms. The surface area consists of a low impact surface. A partially sheltered area was available in the two larger outdoor areas which permitted outdoor play in all types of weather.

### 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:

The service provides the main meal of the day which is prepared onsite by the resident cook. There is a 4-week menu plan available and the main meal on the day of inspection consisted of chicken curry for the older children and chicken casserole for the younger age group. Drinks are available in all care rooms throughout the day.

### 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.

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- All cleaning agents are stored out of reach of the children. Cleaning schedules are maintained.
- All play materials are placed on stable based shelving units. Play materials and equipment are observed to be safe and suitable for the developmental age of the pre-school children attending each room.
- The emergency exit doors are unobstructed.
- Fridges are available for the storage of perishable items in the children’s lunch boxes.
- Sleep logs were available to record 10 minutes sleep checks on children who were sleeping.

### 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) An adequate number of staff have up to date First Aid Responders course and will be available at all times to the children attending the pre-school service.
- (2)(a) and (b) The first aid box is suitably equipped and is safely stored in a readily accessible and conspicuous position in the care rooms and are available at all times.

### Part VI – Safety

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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 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) Monthly fire drills take place in the service; the last recorded fire drill was the 15<sup>th</sup> August 2025.

(b) A record is maintained of the number, type and maintenance of the firefighting equipment and smoke detection system in the service. The firefighting equipment was last serviced in December 2024 and the smoke detection system were last serviced on 7<sup>th</sup> August 2025.

(4) A notice of the procedures to be followed in the event of a fire was conspicuously displayed in the service.

### Part VI – Safety

#### Regulation 28 – Insurance

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

#### Requirement met:

The registered provider ensured that the service was adequately insured for 140 children at any one time attending for full day care. The policy showed that the service was insured from 1st March 2025 to the 28<sup>th</sup> February 2026.

### Part VII – Premises and Space Requirements

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### 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 is a purpose-built building. The interior walls, floors and ceilings of the rooms in use by the service appeared in a good state of repair and maintenance. Windows in the care rooms appear to be both water-tight and weather-tight and were both positioned and opened above child height. There was no evidence of dampness or mould growth on internal walls and ceilings.

(b) The door to the service is locked and staff are contacted to gain access, the outdoor spaces were enclosed and secure with side gates. These security measures ensured that a child did not exit unsupervised and restricted unauthorised persons from gaining access to the service and outdoor spaces.

(c) Windows provided natural lighting to the care room. The natural light can be augmented with artificial ceiling lighting as required. Ceiling lights are fitted with shatter proof coverings.

Heating is provided through oil central heating system. The temperature of the pre-school room ranged between 18°C to 20°C.

Natural ventilation is provided by opened doors and windows with mechanical ventilation in the nappy changing area. The two internal cot rooms are ventilated by means of an air conditioning unit and the cot room off the Giggling Grasshoppers has an openable window.

(d) The pre-school rooms are in a clean condition on the day of inspection. Cleaning schedules are available to ensure regular cleaning of the service.

(e) The children's sanitary facilities consisted of the following:

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	<p>There were 4 nappy changing mats with an adult sink and eight children’s toilets available. Additionally, a nappy changing unit can be placed in the children’s toilet area in the Busy Bees room, if required.</p> <p>Warm water not exceeding 43°C, liquid soap and paper hand towels are provided in all sanitary facilities. Pedal bins are provided for the disposal of paper hand towels. Six staff sanitary facilities are available on the premises</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.*

<b>Requirement met:</b>	<p>(1)(2) This requirement has been met. The space available in the two rooms (Giggling Grasshoppers room and Busy Bees room) can accommodate the extra 6 children proposed.</p> <p>Based on the measurements of the Giggling Grasshoppers room and age of the children the registered provider ensured that clear floor space is available for the additional proposed children. The room measured 35.38 square meters which can accommodate children aged between</p> <ul style="list-style-type: none"> <li>• 10 children aged 0 – 1 years</li> <li>• 12 children aged 1-2 years.</li> </ul> <p>If the age range is mixed the person in charge is aware to calculate the space between the two ages.</p>
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Busy Bees room: Clear floor space available is 47.7 square meters.

This provides sufficient space for:

- 17 children between the ages of 1 year to 2 years attending on a full day care basis, or
- 20 children between the ages of 2 years to 3 years attending on a full day care basis.