

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D.: TU2015KY105

Name of Service: Puffins Childcare

Address of Service: 9 O'Connell Street, Caherciveen, Co Kerry, V23 Y884

Email Address: puffinschildcare@gmail.com

Name of Registered Provider: Ashleigh Galvin

Type of Proposed Service:	Full Day Care	<input checked="" type="checkbox"/>	Part-Time	<input checked="" type="checkbox"/>	Sessional	<input checked="" type="checkbox"/>
	Drop-In	<input type="checkbox"/>	Childminding	<input type="checkbox"/>	Temporary	<input type="checkbox"/>

Proposed change: Change in number of children that can be accommodated in the service from 82 to 85

Proposed Number of Children: 85

Recommended Change Following Inspection: From 01 July 2025 the service proposes to accommodate 3 additional children aged 0 to 3 years, changing the number of children that can be accommodated in the service from 82 to 85

Registered change: Change in the number of children from 82 to 85 children

Date of Inspection: 1 7 0 6 2 0 2 5

Inspection undertaken by: M O' Reilly

Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Early Years Department, Child & Family Agency, Hospital Grounds, Coolnagarrane, Skibbereen, Co Cork P81 PD78

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 85 Children

Date of Registration: 20th June 2025

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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).

Description of Service	<p>Puffins Childcare is a privately owned full day care service that caters for children aged from 0 to 6 years and for children attending the Early Childhood Care and Education Scheme (ECCE). The service is currently registered to cater for 82 children. The service also operates a school aged care service.</p> <p>The service proposes the following: To increase the overall number of children attending the early years facility at any one time from 82 to 85. The 3 additional children will be from the 0 to 3 age group.</p>
Premises	<p>The service operates from the centre of Caherciveen town, from a two-storey terraced period style building which has been suitably adapted to provide a childcare facility. There are four playrooms, two of which occupy the original building, and two playrooms are situated in the new detached two storey wing to the rear of the property.</p> <p>The service is situated adjacent to a public car park which allows for the safe arrival and departure of the children with their parents. This inspection concentrated on an additional room converted into a playroom located near the existing creche room on the ground floor.</p>
Staffing	<p>It is proposed there will be one staff employed in the additional playroom located near the creche room to work directly with the children in the room. The adult who will work directly with the children will have a recognised qualification in Early Childhood Care and Education.</p>
Methodology	<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>
Acknowledgements	<p>The Inspector wishes to acknowledge the cooperation of the registered provider/person in charge, deputy, staff and children who were present on the day of the inspection.</p>

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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) There is a named person in charge for the service and there is named person to deputise as required. This information was displayed in the service.

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 has been met.

(1) The fit for purpose inspection was carried out in the absence of children in the additional room converted into a playroom located near the existing creche room where it is proposed three additional children will be accommodated. The service plans on having 3 children in this room aged between 0 to 3 years with 1 staff member and a floater staff who will assist as required with the daily care of the children.

The creche room was in operation at time of Fit for Purpose inspection. There were 16 children present, 6 children were aged between 1 and 2 years and 10 children were aged between 2 and 3 years with 5 adults in attendance. The adult child ratio was correct.

Part V - Care of Child in Pre-school Service

Regulation 20 - Facilities for Rest and Play

Requirement met:

The requirement has been met.

(1)

(a) The children will have access to a selection of age-appropriate activities, equipment and play materials. There is an adequate number of age-appropriate tables, low and highchairs in the room suitable for the proposed age group. The children have access to an outdoor play area located beside the creche and additional playroom near the creche.

(b) There were suitable sleep equipment available for children aged between 0 and 3 years who required a sleep while attending the service. There are currently 5 standard cots with safety mattresses in a designated sleep room near the creche and additional playroom. The proposed plan is that the additional playroom will be converted into a sleep room after lunch each day for the children aged 1 to 3 years. There are 2 floor beds, 10 padded floor mats and 2 stacking beds available in the service.

(2)(a), (3)(a) There is an outdoor play area provided near the creche and additional playroom. The outdoor play area is adequately enclosed and will be secured when the

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children are playing outdoors. The outdoor play area is well equipped with a wide range of activities such as a mud kitchen, raised area for planting, picnic benches, water play, wall mounted activities, hoops and balls and a tunnel /slide activity. There is an area within the outdoor play area that is covered. The outdoor play area was laid with artificial grass for the children's comfort and safety. A hard surface area allowed for the ride on bikes, balance bikes, scooters and tractors.

(3)(b) Not applicable as the children have access to an outdoor play area located beside the room.

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 requirement has been met.

- The children food and drink items were supplied by their parents and guardians.
- The service stored additional items such as crackers, bread and fruit for children who may have forgotten lunches.
- Suitable crockery and cutlery are available for the children's use at mealtime in the creche room. This was observed at time of inspection when children were observed having their hot meal at lunch time. Staff were present to assist the children with their food and drink as required.
- Each child had their own labelled water bottle in the creche room and were seen helping themselves to a drink when thirsty.
- The fridge was located in the kitchen beside the creche and additional playroom. The fridge provided appropriate storage for the children's perishable snacks and meals.
- Microwaves were available for the heating of meals.

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 requirements have been met.

- The main entrance door was suitably secured to prevent unauthorised persons and to stop the children from leaving the service unsupervised and accessing main road.
- All toys and play equipment were safe and in good condition.
- Blind cords were securely anchored. Blinds will be used as a measure to dim the light in the converted new playroom into a sleep room at sleep times.
- There was thermostatically controlled warm water at all wash hand basins in the adult and children's toilets and nappy changing facilities for the creche and new

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	<p>playroom. There were liquid soap and disposable paper towels available at all the wash hand basins for hygienic hand washing and hygienic hand drying in the adult and children’s toilet and nappy changing facilities.</p> <ul style="list-style-type: none"> • There was a tiled splashback on the walls beside wash hand basins and a plastic surface that was part of the wall mounted nappy changing unit allowing easy to clean surfaces. • Lidded, foot pedal operated bins, are available throughout the service including in the children’s toilet and nappy changing facilities. • Cleaning equipment and materials are stored in areas that are inaccessible to children.
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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:	<p>The requirement has been met.</p> <p>(1) The available documentary evidence demonstrates that nine of the adults employed at the service hold up to date certification in First Aid Responder (FAR) training. At least two of the adults will be available in the service at all times during the hours of operation.</p> <p>(2) (a) The first aid boxes in the service were stored in a conspicuous location at adult height. (b) The first aid box was adequately stocked and readily accessible by staff.</p>
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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:	<p>The requirement has been met.</p> <p>(1) (a) The requirement is met in relation to the provision of a form for recording monthly fire drills. The last monthly fire drill took place in the creche on the 26 May 2025. (b) A record of the number and type of firefighting equipment and wired smoke alarm were available on file. It was recorded that the fire equipment was last serviced on the 04 June 2025, and the smoke alarm system was last serviced on the 03 June 2025. (4) A fire evacuation notice is displayed in the service.</p>
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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 has been met.
A record of the current insurance cover for 90 children was available on file and the insurance cover commenced on the 01 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 has been met.

- (a) From a visual assessment, no mould or cracks were visible on the premise.
- (b) The entrance door to the early years’ service is adequately secured to prevent access by an unauthorised adult.
- (c) There is adequate light in the care room, sleep room and toilet facilities are supplied by a combination of natural light and ceiling lights, with protective covers. Heating is oil based.
- (d) The required daily and weekly cleaning schedules templates were available that included the playrooms, play equipment, outdoor play equipment, toilet and nappy changing areas.
- (e) There are two wall mounted nappy changing units, and two wash hand basins provided for the children in the creche and proposed playroom. There are two toilets and two wash hand basins available for use by the children. There is one designated adult toilet beside the creche.

The premise is serviced by a public sewage system and the water source is from a public supply.

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:

The requirement has been met.

(1) The service proposes to convert a room into a playroom located near the existing creche room on the ground floor. The service proposes to have no more than 3 children aged between 0 to 3 years in this room at any one time. The room measured 11.90 square meters. The room has space to accommodate a maximum of 3 children aged between 0 and 3 years. The following is the space requirements for the different age groups.
 Children aged 0 – 1 year is 3.5 square meters per child
 Children aged 1 – 2 years is 2.80 square meters per child.
 Children aged 2 – 3 years is 2.35 square meters per child
 The additional playroom near the creche room has adequate space to accommodate the following:
 3 children aged 0 - 1 year or 3 children aged 1 – 2 years or 3 children aged between 2 – 3 years or 3 children with a combination of all ages between 0 and 3 years.
 The service proposes to commence this room as a playroom for children initially aged between 1 and 3 years from the 1st July 2025.
 The creche room measured 51.99 square meters and caters for a combination of ages between 0 and 3 years. The creche has a maximum of 20 children in attendance at any one time but this will depend on the age group of the children in attendance and the length of their stay in the service on a daily basis.

(2) The room converted into a playroom has sufficient floor space for 3 children aged between 0 and 3 years.