

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Tusla I.D.: TU2015LD003

Name of Service ABC Minard

Address of Service: Knockmartin, Newtownforbes, Co. Longford, N39 NN93

Email Address: abcminard@gmail.com

Name of Registered Provider: Collette Brennan

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

Proposed change:	<p>Increase the maximum numbers of children attending the service from 80 – 85. This increase in numbers is in Junior Toddler room.</p> <p>The service proposes to employ two additional staff members to support this increase in numbers of children attending.</p>
Proposed Number of Children:	85 children
Recommended Change Following Inspection:	The proposed increase in maximum numbers of children attending the service can increase to 85.
Registered change:	<p>Change in Number of Children from 80 to 85 children</p> <p>Change in Number of Staff from 16 to 18 Staff</p>

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

Inspection undertaken by: T. Duignan

Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Early Years Inspectorate, SAP Office, St Loman's Campus, Springfield, Mullingar, Co Westmeath, N91 N4XC.

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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 85 Children
Date of Registration	12th May 2025

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>ABC Minard provides full day, part time and sessional care and education to pre-school children aged 0 to 6 years. School age care is provided also.</p> <p>The service operates from 8:00 am – 18.00 hours Monday to Friday.</p>
Premises	<p>ABC Minard is located in two buildings. Four care rooms are located in building 1 and two care rooms are located in building 2. Each care room has sanitary accommodation. A sleep room adjacent to the baby room is available for sleep purposes and the kitchen is located in Building 1.</p> <p>A spacious and enclosed outdoor play area is located at the rear of both buildings. Parking facilities are provided at the front of the premises.</p>
Staffing	<p>The registered provider was not present. The area manager and person in charge facilitated the inspection. Sixteen adults including the chef were present on the day.</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</p>

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	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.
Acknowledgements	The Inspector wishes to acknowledge the cooperation of the area manager, person in charge, staff and children who were present on the day of the inspection.

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 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 shall ensure 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 5 children. Two adults have been recruited to support the increase in numbers in the Junior Toddler 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:

The requirement is met.

(1)

(a) The Junior Toddler rooms had suitable play materials and equipment displayed on low level shelving and accessible to children. A sufficient number of child-size tables and chairs to cater for the proposed number of children was available.

(b) A cot room with eleven cots were available for children aged under 2 years requiring sleep. Two floor beds are available for children aged under 2 years who do not sleep in cots.

Ten low beds are available for children over 2 years of age requiring a period of sleep when attending on a full day or part time basis.

The rest area in Junior Toddler room consisted of child sized sofa, soft mat and soft furnishings which were available for any child wishing to take a break from activities and to rest.

(3)(a) The Junior Toddler room directly opened to the outside play area, which was safe, suitable and secure. A wooden fence secured the outdoor area to the car park and the perimeter was secured by a high-level hedge. The outdoor area was divided into four

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spacious areas using wooden fences and a covered play area was available also for the children to use if the weather was poor.

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 is met.

The service has a healthy eating policy in place.

A two-week menu was available and demonstrated varied and nutritious food freshly prepared.

A chef is employed to prepare all meals from scratch each day for the children. Children’s dietary needs are catered for. Milk is offered at all meals, and water is freely available to the children at all times.

The kitchen is registered with the relevant authority.

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 Junior Toddler room is through one of the three entrances to the service which are electronically secured and controlled by staff members. The entrance door to the Junior Toddler room is secured by a handle and a stair gate was used as a secondary measure to prevent children leaving the room unsupervised.

The door from the Junior Toddler room to the outdoor area along the corridor on the ground floor was closed and secured by a thumb turn lock.

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

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

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

Nappy changing facilities are available.

The fire exits are 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) Four adults working in the service have current certification in first aid for children (FAR).

(2)(a)(b) Suitably equipped first aid boxes are 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 11 April 2025.

(b) There were maintenance records available of the number, type and maintenance of firefighting equipment and the smoke alarm, which were 21 May 2024 and 12 November 2024, respectively.

(4) A notice of the procedures to be followed in the event of fire was clearly displayed in building 1 and building 2.

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 89 children. The insurance cover was valid from 28 March 2025 – 27 March 2026.

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 Junior Toddler room and the premises were in a state of good repair.
- (b) Junior Toddler room is located in the building 2 and is secured from unauthorised entry by an electronically secured main door which is controlled by staff members. All windows were fitted with restrictive opening devices.
- (c) There were six openable windows in the Junior Toddler room providing natural daylight and ventilation. Five ceiling lights encased with protective covers are in place in Junior Toddler room to provide additional artificial lighting. The shared sanitary area between Junior Toddler and ECCE 1 rooms is ventilated by two openable windows. Environmental temperatures in all areas were maintained between the required 18-22 degrees Celsius.
- (d) There is a system in place to manage repairs and maintenance in the service. Daily cleaning schedules are in place for Junior Toddler room and the adjoining shared sanitary area.
- (e) The shared sanitary facilities provided for Junior Toddler room and ECCE 1 room in building 2 include:
 - 3 toilets and 3 wash hand basins designated for children’s use.
 - one wall mounted nappy changing unit is located in one toilet cubicle and a nappy change unit is located in a converted toilet cubicle.
 - 3 toilets with 3 wash hand basins designated for adult use are available in the service.

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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.

Requirement met:

The requirement has been met.

(1),(2)

Adequate clear floor space has been provided for the work, play and movement of the number of children proposing to attend Junior Toddler room as demonstrated below:

Room	1 st room right hand side- building 2 (Junior Toddler)	Clear floor space	46 m ²