

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D.: TU2015LK189

Name of Service TreeTops Early Years Care Ltd

Address of Service: Sunglen, Old Pallas, Pallasgreen, Co. Limerick, V948R60

Email Address: treetops@outlook.ie

Name of Registered Provider: Tracey Hourigan

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 from 50 to 57 children (additional room)

Proposed Number of Children: 57

Recommended Change Following Inspection: Partially – Space available for five additional pre-school children to attend the ECCE Sessional Service in the Orange room.
Space not available for two additional pre-school children in both the Green room and the Red room.

Registered change: Change in number of children from 50 to 55 children

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

Inspection undertaken by: J Ryan and E Browne

Title: Early Years Inspectors

Tusla Early Years Inspectorate Address: Tusla Early Years Inspectorate, 2nd Floor Estuary House
Henry Street, Limerick

Rationale for Inspection:
Proposed Change of Circumstance

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

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Registration Status:	Registered Full Day, Part-time & Sessional Service for 55 Children
Date of Registration	28th July 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	TreeTops Early Years Care Ltd is a privately owned, full day care pre-school service. It operates from 8am to 6pm Monday to Friday. It provides a breakfast club each morning at 8am and an early childhood care and education (ECCE) programme from 9.00am to 12.30pm. A service for school aged children is provided each evening.
Premises	The service operates from a purpose-built premises. It has four pre-school rooms and a kitchen. There are sanitary accommodation and nappy changing facilities located adjacent to the rooms. The childcare rooms open directly onto a well-resourced outdoor play area located to the side, front and back of the building.
Staffing	The registered provider is the designated person in charge and works on site each day. There are 15 staff employed at the service, which includes the registered provider, administrative staff and kitchen staff. All staff working directly with the children have the required qualifications in early childhood care and education. Staff engage regularly in ongoing training and professional development.
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	The Inspectors) wish to acknowledge the cooperation of the registered provider, staff and children who were present on the day of the inspection.

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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:

(1)(a) There will be a designated person in charge and a named person who will be able to deputise as required available at all times while the service is operational.

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.

(8) Without prejudice to paragraphs (2) to (7)—

(b) a childminder shall ensure that a second person familiar with the operation of the service and in a position to provide assistance to the childminder in operating the service is, at all times, within close distance of the service and available to attend the service to assist the childminder in the event of an emergency, and

(c) a registered provider of a sessional pre-school shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.

Requirement met:

(1) The service proposes to comply with the recommended adult to child ratios for the different age groups. There are currently 15 staff on the staff roster.

(8)(b) Not applicable as this is not a childminding service.

(c) Not applicable as this service is not operated single-handedly.

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.

(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.

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Requirement met:	<p>(1)(a) All four playrooms are well equipped with play materials and equipment. The rooms have areas of interest developed, and all play equipment is stored on low level shelving readily accessible to children. Facilities for outdoor play are available on site.</p> <p>(b) The service has rest areas in all playrooms consisting of adult seating, child sized couches and floor mats for children to use if they are tired during the day. There are low level sleep beds available for the younger children who propose to attend and sleep in as required.</p> <p>(2)(b) Not applicable as the service has not moved premises.</p> <p>(3)(a) Facilities for outdoor play are available on site and are safe and secure.</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 service has a healthy eating policy in place for the service. The parents are provided with a copy of the healthy eating policy to encourage them to provide adequate, suitable, nutritious and varied food/drinks for their child while attending the ECCE service.</p> <p>Children who attend for the full day will be provided with healthy snacks and dinner.</p> <p>Children have access to drinking water throughout the day.</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:	<ul style="list-style-type: none"> • The entrance door was locked and secured preventing unauthorised access and preventing a child leaving the service. • The emergency exit doors were unobstructed. • Safe storage was provided for the children’s belongings. • Storage for cleaning materials and equipment was provided in a secure area out of reach of the children. • The person in charge was advised that water temperatures must be maintained at or below 43°C. • There were no trailing flexes and there was no television or stereo in the service. • The window blinds did not have cords that could potentially pose a hazard. • All toys and play equipment were safe for the age of the children using them. • The person in charge provided documentation which stated that the building was rodent proofed in December 2024.
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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:

- (1) Four staff members had updated training in first aid responder, and the certificates are valid until 04 July 2025. Staff members have booked first aid responder training to take place before the current certificates expire.
- (2)(a) There were suitably equipped first aid boxes available on the premises in each room.
- (b) The first aid boxes were available to the children attending the pre-school service at all times.

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:

- (1)(a) A record in writing was kept of fire drills practiced monthly, and documentation was available to indicate this.
- (b) The number, type and maintenance record of firefighting equipment in the premises was available, and equipment was last maintained on 14 October 2024. Smoke alarms were last serviced on 21 May 2025.
- (4) A notice of the procedures to be followed in the event of fire was displayed in a conspicuous position in the entrance hallway.

Part VI – Safety

Regulation 28 – Insurance

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

Requirement met:

The registered provider had ensured that adequate insurance is in place prior to the commencement of the change and has an expiry date of 27 March 2026. It is documented on the insurance policy that operating a full day care service is covered.

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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 premises are of (a)of sound and stable structure. (b)safe and secure. (c)kept adequately lit, heated and ventilated. (d)cleaned, maintained and repaired, as required.
Requirement not met:	(e)The premises were not equipped with adequate and suitable sanitary facilities. An additional nappy changing facility is required for the five pre-school that will attend the service in the Orange room.
Response from Provider:	(e) Nappy changing facilities have been installed.
Summary Comment:	The requirements of this regulation have been met.

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:	(1)(2) Adequate clear floor space is available in the Orange room for the work, play and movement of the children attending. The room measurements for the Orange room were 2.9m x 3.2m = 9.28 sqm. Allowing 1.81 sqm per ECCE child, a maximum of five pre-school children are allowed attend in this room at any one time.
Requirement not met:	(1)(2) Insufficient clear floor space is available in the Green room and Red room to allow for an extra child in each room. The room measurements for the Green room were as follows: 6.9m x 5.9m = 40.71 sqm. Allowing 1.81sqm per ECCE Child, a maximum of 22 preschool children are allowed attend in this room.

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	The room measurements for the Red room were as follows: 6.9m x 5.9m = 40.71 m ² Allowing 1.81 sqm per ECCE Child a maximum of 22 preschool children are allowed attend in this room.
Response from Provider:	The space requirements will be adhered to as outlined.
Summary Comment:	The requirements of this Regulation have been met.