

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



**Tusla I.D.:** TU2015MN004

**Name of Service** Ballybay Community Creche CLG

**Address of Service:** Townpark Castleblayney Rd Ballybay Co. Monaghan

**Email Address:** ballybaycreche@gmail.com

**Name of Registered Provider:** Claire Reilly

<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"/>

**Proposed change:** It is proposed to add an additional room in the service.

**Proposed Number of Children:** No increase in numbers.

**Recommended Change Following Inspection:** Operation of an additional room.

**Registered change:** Adding Additional Room – No Increase in Number of Children that can be Accommodated (room previously used as storage)

<b>Date of Inspection:</b>	1	4	0	2	2	0	2	5
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**Inspection undertaken by:** S. Skinnader and S. McKenna

**Title:** Early Years Inspectors

**Tusla Early Years Inspectorate Address:**  
 No.18 The Grange  
 Plantation Walk  
 Monaghan

**Rationale for Inspection:**  
**Proposed Change of Circumstance**

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

<b>Registration Status:</b>	Registered with addition of a room.
<b>Date of Registration</b>	21.03.2025

### 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).

<b>Description of Service</b>	It is proposed that Ballybay Community Creche CLG will open a newly renovated room within the current building to provide an additional care room for children already attending the service, both preschool and school aged children. The service provides sessional, part-time and full day care childcare. The service is in operation from 8am -6pm and caters for 105 pre-school children aged between 0 - 6 years of age. The service participates in the Early Childhood Care and Education (ECCE) scheme each weekday Monday – Friday.
<b>Premises</b>	This service operates from a two-storey purpose-built building in the town of Ballybay Co. Monaghan. There is 1 new care room with adjoining sanitary accommodation. There is a number of enclosed outdoor areas to the front, side and rear of the premises. There is parking available outside the premises for drop offs and pickups.
<b>Staffing</b>	It is proposed that there will be 4 staff in the new room with up to a maximum of 22 preschool children.
<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 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</p>

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	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.
<b>Acknowledgements</b>	The Inspectors wish to acknowledge the cooperation of the 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. The service has a designated person in charge and 2 named deputies.

### 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:**

It is proposed that there will be 4 staff allocated in this care room. The registered provider is aware of the requirements of this regulation in relation to adult:child ratios.

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

**Requirement met:**

The requirements of this regulation have been met.

(1)(a) Adequate and suitable facilities have been provided for children to play indoors during the day. A range of toys, equipment and well-resourced interest areas are available in the care room.

(b) Adequate and suitable facilities are provided for the children to rest on if required. There is a cosy corner with soft floor mat and cushions. Stackable day beds are also available should a child require to lie down to sleep or rest.

(3) A number of secure outdoor areas are available to the children attending the service.

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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:

The requirement has been met.

The service provides breakfast in the morning. The parents will provide morning snacks for the children. A hot meal for any children staying on a full daycare basis will be supplied and served by the childcare staff along with an afternoon snack.

The children will have access to potable drinking water.

A fridge is available for the storage of perishable food items.

### 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.

The external doors are appropriately secured with keypad access to prevent a preschool child exiting unaccompanied. Electrical appliances were stored out of the reach of the children. All cleaning agents and medications will be stored out of the reach of children and staff belongings will be stored in lockers. Corner protectors were applied to sharp corners on the worktops and shelving units. There is a designated fire assembly point in the outdoor area.

#### Requirement not met:

1. The handset leads on the wall mounted phone and the phone in the “office area” was hanging and would be accessible to the preschool children. This is a potential impact hazard.
2. The lead of the charger for the LED lit sand tray was trailing on the ground and a potential trip hazard.

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<b>Response from Provider:</b>	<ol style="list-style-type: none"> <li>1. The handset leads on the wall mounted phone are now secured on a hook on the wall and not accessible to the children, and the lead on the phone in the “office area” was removed and not accessible to the children.</li> <li>2. The lead of the charger for the LED lit sand tray is removed and only used to charge the sand tray, which can be charged when the children are not in the room or can be taken out of the room to be charged.</li> </ol>
<b>Summary Comment:</b>	Photographic evidence submitted. The registration requirement has been met.

### 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) The registered provider has ensured there is an adult with up to date First Aid Responder (FAR) training on the premises. Eight FAR certificates were available for inspection.

(2)(a) (b) An adequately stocked first aid box is provided in the service and is available to the children at all times.

### Part VI – Safety

#### Regulation 26 – Fire Safety Measures

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(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.

<b>Requirement met:</b>	<p>The requirement has been met.</p> <p>(1)(a) There is a log in place to record any fire drills that will take place on the service.</p> <p>(b) There is a written record of the number type and installation of the new firefighting equipment and smoke alarms in the premises dated 26/1/25 and 30/8/24 respectively.</p> <p>(4) There is a notice displayed of the procedures to be followed in the event of a fire.</p>
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### Part VI – Safety

#### Regulation 28 – Insurance

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

<b>Requirement met:</b>	<p>The requirement has been met.</p> <p>Insurance is in place for the preschool children which covers a maximum of 100 children and expires on the 27/3/25.</p>
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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 requirement has been met.

- (a) The service is operating from a premises which appears to be structurally sound.
- (b) The service is safe and secure with a locked entrance. The outdoor play areas to the front, side and back of the building is fenced and secured.
- (c) Light levels in the care room and sanitary accommodation is adequate and are provided by means of natural light through windows and supplemented with covered fluorescent lights.  
 The room temperature in the care rooms is adequate. Heating is by means of a heat pump system.  
 Ventilation: The care rooms are ventilated by means of openable windows and in the sanitary accommodation by means of mechanical ventilation. There is also an openable window in the sanitary accommodation.
- (d) The premises, toys and equipment are in a clean condition and in good repair. Cleaning schedules are available.
- (e) There are 2 toilets and 1 wash hand basin in the sanitary accommodation off the care room. A wall mounted pull down nappy changing station is available in the sanitary accommodation and a pedal operated nappy bin is also available. The sanitary area has a continuous supply of thermostatically controlled running water, a supply of liquid soap and a wall mounted paper towel dispenser.  
 There is an existing staff toilet and hand basin for the staff in the ground floor corridor.

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<b>Requirement not met:</b>	1. There is only 1 sink in the children’s sanitary accommodation and 2 are required.
<b>Response from Provider:</b>	1. A second sink has been installed in the children’s sanitary accommodation.
<b>Summary Comment:</b>	Photographic evidence of the 2 <sup>nd</sup> installed sink submitted. The registration requirement has 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.*

<b>Requirement met:</b>	(1) and (2) The requirement has been met.  While it is initially proposed to use the room for camps and school age children, the floor space of approximately 43m <sup>2</sup> which is available may accommodate maximum 22 children aged 2-6 years.
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