

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

**Tusla I.D:** TU2015SO013

**Name of Service** First Friends Playgroup

**Address of Service:** Geevagh Community Childcare, Geevagh, Sligo, F52 Y338

**Email Address:** firstfriendsgeevagh@yahoo.ie

**Name of Registered Provider:** Elaine McTiernan

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

**Proposed change:** Change in number of children that can be accommodated from 22 to 33.  
Change in number of staff employed from 2 to 3.

**Proposed Number of Children:** 33

**Recommended Change Following Inspection:**

- 33 preschool children maximum for a sessional service.
- 26 preschool children aged 3 years to 6 years maximum for part time or Full day care service.

**Registered change:** 33 preschool children maximum for a sessional service.  
26 preschool children aged 3 years to 6 years maximum for part time or Full day care service.  
Change in number of staff employed from 2 to 3.

**Date of Inspection:** 0 1 0 8 2 0 2 4

**Inspection undertaken by:** L Costello

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:** Early Years Inspectorate,  
TUSLA Child & Family Agency,  
Markievicz House,  
Barrack St,  
Sligo,  
F91 XC84

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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 Care service for 33 children
Date of Registration	26 <sup>th</sup> August 2024

### 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>	Friends first is a community run sessional service located on the grounds of Geevagh Community Centre. The registered provider operates the service from Geevagh health centre each weekday and currently accommodates maximum of 22 preschool children aged 2 years and 8 months to 6 years. The service operates 08:30 to 15:00 Monday and Friday and 8:30 to 17:30 Tuesday, Wednesday Thursday.
<b>Premises</b>	The early years' service operates from a HSE building. The current premises consists of 5 care rooms available to children and a large secure outdoor area on the grounds of the
<b>Staffing</b>	The service currently employs two staff members. It is proposed that an additional staff will be employed.
<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 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</p>

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	administrative and legal processes. The contents of the report are compiled by the inspectorate body.
<b>Acknowledgements</b>	The Inspector wishes to acknowledge the cooperation of the registered provider 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:

This requirement has been met.

(1) (a)

The service has a designated person in charge and a 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:

This requirement has been met.

(1) The registered provider is aware of the adult child ratios and has three adults employed in the service to ensure that there is an adequate number of adults working with the preschool children at all times.

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### 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.*

#### Requirement met:

The requirement has been met.

(1) (a). Adequate and suitable facilities are provided for children to play indoors and outdoors. All care rooms are bright and spacious and well laid out with various equipment suitable to the age and stage of development of the children.

The care rooms have dedicated interest areas including construction, home corner, dress up, arts and crafts, building blocks and puzzles. All areas are well laid out with play materials accessible to children on open low-level shelving. The upstairs allowed for free movement between spaces, offering a variety of experiences in each area, where children can explore.

(b). Adequate and suitable rest facilities are available for preschool children to rest during the day if required. A rest area is provided upstairs with soft furnishings and a library area. Low level mats to accommodate rest or sleep for the children remaining in the service following the seasonal period are available if required.

(2)(b).

The service has direct access to a large designated outdoor play area. The area is equipped with a range of play materials including swings, slides, bikes trikes, mud kitchens and tyres. Natural materials of trees and hedges provide opportunities for

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exploration and adventure. The ground surface consists of natural grass and a gravel area. An outdoor shelter is also provided so children can shelter in inclement 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:

This requirement has been met.

The service has a cook on site who prepares a hot meal daily for those children remaining in the service after the sessional session. A three-week menu plan is in place in line with the service healthy eating policy. Morning snack is provided from home and suggestions include sandwiches, fruit and yoghurt. The service also offers breakfast and evening snack.

Drinking water is available throughout the session.

### 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:

**This requirement has been met:**

The following measures were noted on the day of inspection to safeguard the health safety and welfare of the children and to ensure that the environment was safe.

- The external doors are adequately secure with a bell entry system in place to ensure no unauthorised access.
- The perimeter is secure with a mix of a block wall and green metal fencing.
- There is provision for the appropriate storage and disposal of waste including foot operated pedal bins in sanitary areas and care rooms.
- All materials and resources appeared sturdy and strong with no sharp edges or broken equipment.

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- Rooms and resources are clean, with cleaning schedules in place.
- Suitable hand washing facilities are available to the preschool child, this includes warm water, liquid soap and paper towels.
- All cleaning equipment is stored out of reach of the preschool child.
- All windows have appropriate restrictors in place.
- The upstairs emergency fire exit is accessible through a break key system.

### 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—*
- is safely stored in an easily accessible and conspicuous position on the premises, and*
  - is available to the children attending the pre-school service at all times.*

#### Requirement met:

**This requirement has been met.**

(1) Certification is available to demonstrate that a person trained in first aid responder will be available to the children at all times. Certification was up to 27<sup>th</sup> of June 2025.

(2) (a)(b).

A suitably equipped first aid box is available in the service and stored in a conspicuous location in the premise

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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.

<b>Requirement met:</b>	<p><b>This requirement has been met.</b></p> <p>(1)</p> <p>(a). The registered provider indicated that fire drill will take place monthly, in the service and appropriate documentation is in place to record them.</p> <p>(b). A new fire detection system had been installed in December 2023 and there is a record available to indicate the number, type and maintenance of the firefighting equipment and smoke alarm in the service. The last service date was recorded as the 23rd of March 2024.</p> <p>4) A child friendly notice of the procedures to be followed in the event of a fire is displayed in various conspicuous locations within 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.*

<b>Requirement met:</b>	<p><b>This requirement has been met.</b></p> <p>An insurance quotation was submitted to the Registration Team prior to this inspection.</p> <p>The insurance submitted is sufficient for 33 children availing of a Full day care service.</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:

#### This requirement has been met:

- (a). On a visual inspection the premises appeared to be in a sound and stable structure.
- (b) The service appeared safe and secure. A bell entry system on the main door ensured no unauthorised access or unsupervised egress from the service. The outdoor space is adequately secure with a mix of block fencing and wire fencing.
- (c). All care rooms benefited from natural light with large windows in all rooms. If required artificial lighting was available in all rooms. Ventilation was in place through openable windows. The heating system is oil central heating operated by the HSE who owns the building. The radiators are thermostatically controlled.
- (d). Cleaning schedules are in place in the service and the indoor environment is clean and well maintained.
- (e). The service is equipped with adequate sanitary facilities. There is one toilet and wash hand basin designated for use of staff working in the service located downstairs. Also, downstairs there is one children’s toilet with wash hand basin. A further two wash hand basins are provided in the downstairs care room.  
  
There are two toilets and two wash hand basins designated for children’s use upstairs.

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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.*

(4) *Where a registered provider contemporaneously provides—*

*(a) a sessional pre-school service, and*

*(b) a full day care service or a part-time day care service, or both, the minimum clear floor space applicable for the duration of the sessional preschool service in respect of the children attending that service shall be the floor space specified in paragraph (3).*

#### Requirement met:

**This requirement has been met.**

(1) Adequate clear floor space has been provided for the work, play and movement of children.

(4) A total clear floor area of 60.47m<sup>2</sup> was measured in the service. The combined rooms upstairs which allows for free movement of children between spaces measure at 41.65 m<sup>2</sup> and the downstairs room measures at 18.82 m<sup>2</sup> which is sufficient to cater for a maximum of 33 pre-school children aged between 3 and 6 years to attend the sessional service or a maximum of 26 preschool children aged 3 years to 6 years who stay on for part of full day care.