

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



**Tusla I.D.:** TU2015WH066

**Name of Service:** Kids Kottage

**Address of Service:** Main Street, Tyrrellspass, Westmeath, N91WV8F

**Email Address:** Deirdre.raleigh@gmail.com

**Name of Registered Provider:** Deirdre Raleigh

<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:** Increase the number of children cared for in the service from 53 to 65. The registered provider has built two additional rooms on site in a separate building to facilitate the increase in numbers.

**Proposed Number of Children:** 65

**Recommended Change Following Inspection:** Approval to increase the overall number of children in the service to 65.

**Registered change:** Change in number of children from 53 to 65 children

<b>Date of Inspection:</b>	0	4	0	6	2	0	2	5
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**Inspection undertaken by:** A Spain

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:** Early Years Inspectorate, Primary Care Centre, Church Avenue, Tullamore, Co. Offaly R35K1W4

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

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

<b>Registration Status:</b>	Registered Full Day, Part-Time & Sessional Service for 65 Children
<b>Date of Registration</b>	20 <sup>th</sup> 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).

<b>Description of Service</b>	Kids Cottage is a full day care service catering for children in the age range 0 to 6 years between the hours of 8.00am and 5.30pm. The service is located in Tyrrellspass town in south Westmeath. A school age service is also operational from the premises between the hours of 1.30 and 6.00pm.
<b>Premises</b>	Rooms in the main building include four care rooms, a sleep room, a kitchen and sanitary accommodation for both children and adults. The service has added a new building to the rear of the existing service. Rooms available include two playrooms, a resource/staff room, a laundry room, sanitary accommodation and nappy changing areas for children and a staff toilet. An outdoor play area is available directly outside of the new building
<b>Staffing</b>	Eighteen staff members are employed to work directly with the children cared for in the service. A cook is employed to work in the kitchen in the service. The registered provider also works directly in the service.
<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 administrative and legal processes. The contents of the report are compiled by the inspectorate body.</p>
<b>Additional Information</b>	The service was found to be operating in an additional building prior to approval from the Registration Office.
<b>Acknowledgements</b>	The Inspector wishes 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:**

This requirement has been met.

(1)(a)

The service has both 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:**

This requirement has been met.

(1)

Two staff members are available to work directly with 13 children, in the age range 4 to 5 years and cared for on a sessional basis in the proposed “Club House” room on the first floor of the new building. Three staff members are available to work directly with 12 children in the age range 4 to 5 years and cared for on a full day care basis in the proposed “Nest” room on the ground floor of the new building.

A total of eighteen staff are working in the service to ensure that the required adult: child ratio will be met.

### 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:**

This requirement has been met.

(1)(a)

Both proposed playrooms in the service are equipped with suitable child-sized tables and chairs for preschool children. Open low level shelving and storage boxes are

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provided in both rooms for children to easily access toys and play equipment. Toys and play equipment provided in designated areas of interest include cooking equipment, utensils, tea sets and play sinks in home corners, dress up clothing in dress up areas and bricks and blocks of different sizes and dimensions in construction areas. Connecting toys, jigsaws, puzzles and games are provided for tabletop activities. Small vehicles and animals are stored in containers within easy reach of children. Arts and crafts materials including paper, paint and colours are provided for children's artwork.

The outdoor play area is located directly outside the new premises seeking registration. This area has an all-weather surface and a smooth concrete area for play on ride on toys. Swings, slides and a climbing frame are provided on the all-weather surface for physical play.

(b)

Soft child sized seating and floor mats are available in both rooms seeking registration for children to rest and relax as required. Books on open low level shelving units are provided in the rest areas. One low level bed and sleep mats are available for children in "The Nest" and availing of a full day care service to rest and sleep on demand.

(3)(a)

The outdoor play area is safely and securely fenced in by heavy duty wire fencing to guard against unsupervised exit by children when playing outdoors.

### 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.

A refrigerator is provided in the staff/ resource room off the "Club House" for the storage of perishable snacks provided by parents and guardians for children cared for on a sessional basis in this room.

The kitchen in the main building is equipped with cooking, food storage, refrigeration and wash up facilities and meals are prepared daily for children cared for on a full day care basis in the service in accordance with the menu plan for the service.

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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:

This requirement has been met.

An intercom system is available on the secured high-level timber entrance door to the service at the gable end of the main premises. The intercom is connected to both proposed playrooms seeking registration. This system prevents unauthorised access to the building. Viewing panels are provided on the entrance doors leading to both playrooms. Low level wash hand basins are provided in both playrooms to assist with hand washing after messy play and on return from the outdoor play area. A secure storage press is provided in “The Nest” room to store cleaning agents and chemicals. The laundry and linen room on the ground floor is provided with shelving to store laundered and clean linen and blankets in use in the proposed rooms. The bin storage area off the outdoor play area is enclosed by heavy duty wire fencing to prevent children's access to this area.

### 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:

This requirement has been met.

(1)

Twelve of the staff working in the service have up to date FAR (first aid responder) training with an expiry date of the 17 November 2025 in the case of 4 staff and the 13 November 2025 in the case of the remaining 8 staff members.

(2)(a)(b)

A first aid box is stored in a high level press in the hallway on the ground floor of the new proposed premises seeking registration and accessible to staff caring for the children attending the proposed new care rooms.

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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>This requirement has been met.</p> <p>(1)(a) A document is available which will record the monthly fire drills undertaken by the service.</p> <p>(b) The maintenance record for the firefighting equipment in the hallways at ground and first floor levels confirmed that they were newly installed in February 2025. The maintenance record for the smoke alarm system confirmed that the system was newly commissioned in May 2025.</p> <p>(4) A notice of the procedure to be followed in the event of a fire is posted on the wall in both playrooms. A fire assembly point is located on the wire fence at the back of the main building.</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>This requirement has been met.</p> <p>The service has insurance cover for a maximum of 65 preschool children in daily attendance in a full day care service. Insurance cover is valid from the 16 April 2025 to the 27 March 2026.</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.

<b>Requirement met:</b>	<p>This requirement has been met.</p> <p>(a)The newly constructed premises seeking registration had no evidence of dampness or mould growth on internal walls and ceilings and is in a good state of repair and maintenance.</p>
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	<p>(b) The service is connected to both the public drainage and public water supply. The entrance to the service is secured by the intercom system to guard against unauthorised access during operational hours.</p> <p>(c) Openable windows in the playrooms and light fittings covered with shatterproof diffusers ensure a good mix of natural and artificial lighting and ventilation in both playrooms. The sanitary accommodation and nappy changing areas on the ground and first floor levels are provided with mechanical ventilation which is operated from the light switches to the rooms. Air conditioning and heating units located above child height in the playrooms ensure that the room temperatures can be set and maintained between 18 and 22°C in the playrooms during play.</p> <p>(d) The proposed rooms are brightly painted and were clean on the day of inspection. The heavy-duty linoleum floor covering throughout the premises is well fitted and in a good state of repair. The service has engaged contract cleaners to assist with daily cleaning of the premises after operational hours. The service has a pest control contract for vermin and pest control. Records were available to confirm a visit to the service on 29 May 2025.</p> <p>(e) Three toilets and 3 wash hand basins are provided on the first floor for use by preschool children. One staff toilet with ability access, 1 wash hand basin and a nappy changing station are provided at ground floor level in the new building. The toilet areas are provided with thermostatically controlled hot water, liquid soap dispensers and air hand dryers for use by children and staff. There are an additional 6 children's toilets, 7 wash hand basins and 5 nappy changing stations in the main building to ensure adequate sanitary accommodation for up to 65 children in daily attendance in the service. A separate staff toilet and wash hand basin are also available in the main building.</p>
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**Part VII – Premises and Space Requirements**

**Regulation 30 – Minimum Space Requirements**

<p>(1) <i>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.</i></p> <p>(2) <i>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.</i></p>	
<b>Requirement met:</b>	<p>This requirement has been met.</p> <p>(1) The registered provider has ensured that adequate clear floor space is available across the two playrooms seeking registration for the work, play and movement of children attending the pre-school service.</p> <p>(2)</p>

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An area of 38.64m<sup>2</sup> is provided in “The Nest” room on the ground floor which is sufficient to accommodate the 12 children proposed aged 4 to 5 years on a full day care basis.

An area of 28.24m<sup>2</sup> is provided in “The Club House” room on the first floor which is sufficient to accommodate the 13 children proposed in the age range 4 to 5 years on a sessional basis.