

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Tusla I.D.: TU2015WH071

Name of Service Busy Little Bees

Address of Service: Castle Town Geoghegan Village, Mullingar, Co Westmeath
N91TE8P

Email Address: busylittlebeescreche@gmail.com

Name of Registered Provider: Annie Carroll, Caroline Maloney

Type of Proposed Service:	Full Day Care	<input type="checkbox"/>	Part-Time	<input type="checkbox"/>	Sessional	<input checked="" type="checkbox"/>
	Drop-In	<input type="checkbox"/>	Childminding	<input type="checkbox"/>	Temporary	<input type="checkbox"/>

Proposed change: Change the service address to Castle Town, Geoghegan Village.
Change in number of children from 30 to 40 children.
Change the number of staff from 3 to 5 staff.

Proposed Number of Children: 40

Recommended Change Following Inspection: Recommend approval to increase the number of children from 30 to 37 across the two proposed playrooms in the service as per Regulation 30.
Recommend approval of the change in address, staff numbers

Registered change: Change in service address
Change in number of children from 30 to 37 children
Change in number of staff from 3 to 5 staff

Date of Inspection:	2	0	0	8	2	0	2	5
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Inspection undertaken by: A Spain

Title: Early Years Inspector

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Tusla Early Years Inspectorate Address:	Tusla 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

Registration Status:	Registered Sessional Service for 37 Children
Date of Registration	28th August 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	Busy Little Bees is a sessional service privately operated in the village of Castletowngeoghegan, south Westmeath. The service is seeking approval to move from a community centre to a purpose built premises and care for children in the age range 2 to 6 years between the hours of 8.45 and 11.45am. The service is also registered to provide a school age service between the hours of 1.30 and 6.00pm.
Premises	The proposed premises consists of a standalone single storey renovated building with a single storey extension to be used for the sole purpose of providing a preschool and school age service. The proposed rooms include an entrance reception area, two playrooms, sanitary accommodation, a nappy changing area, a staff toilet with accessibility access, a kitchen and a cleaning storeroom. An outdoor play area is provided directly outside of the proposed service.
Staffing	The service is currently staffed by four adults. Both registered providers work in the service and are part of the staff complement that provide direct care to the children in attendance.

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<p>Methodology</p>	<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>
<p>Acknowledgements</p>	<p>The Inspector wishes to acknowledge the cooperation of the registered providers who were present on the day of the inspection.</p>

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 proposed designated person in charge and a proposed named person to deputise as required.

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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 adults are proposed to care for up to 22 children in the age range 3 to 5 years for sessional care in ECCE 1 Room in the service. Two adults are proposed to care for up to 15 children in the range 2 to 3 years 6 months for sessional care in Preschool room 2 in the service.

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:

This requirement has been met.

(1)(a)

A good stock of play equipment is provided in both play rooms in the service to offer the children an opportunity for stimulation, exploration and for use during imaginative play. Toys and play equipment are located in areas of interest in both rooms. Construction areas are provided with tools sets, transport vehicles and play mats for

floor play. Home corners have cookers, cooking equipment, utensils, food, dolls and push chairs. Art easels, black boards, colours, paints, paper and shapes are provided in art areas. A range of puzzles, games including card games are provided for table top activities. Piece together toys, connecting and magnetic toys are provided. Farm sets and garages offer further opportunity for floor play.

Play equipment and materials are located on open low level shelving and in containers stored at low level for children to easily see and select toys of their choice to play with. Low level tables and chairs are provided in both rooms for children to sit at and engage in tabletop activities and eat their snacks from.

(b)

Soft furniture is located in quiet corners in both proposed playrooms. A low level soft couch, soft floor mat and cushions are provided in the rest area in ECCE 1 room. A soft floor mat and cushions are provided under a canopy in Preschool room 2 in the service. Books stored on an open low level book unit are provided in both proposed rest and relaxation areas.

(2)(b)

The outdoor play area at the back of the service is safely and securely fenced by heavy duty wire fencing which is securely anchored to the ground. A smooth tarmac path is provided outdoors for children to push along toys on wheels and to drive on trikes and bikes. The remainder of the outdoor play area is provided with an all-weather surface. Toys and play equipment located in the outdoor play area include wooden balancing beams, natural materials, including hard plastic pipes and wood, alongside tools in a construction area, a mud kitchen, covered stone and sand pits, a slide and a climbing frame. A tank to harvest rainwater with a tap is provided beside the outdoor planting area used to grow flowers and plants.

Part V - Care of Child in Pre-school Service

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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.

Refrigerators are provided in both proposed playrooms to store perishable foods and snacks provided by parents and guardians for break time in the service. A separate refrigerator is provided in the kitchen for staff use. Drinking water stations are provided in both proposed playrooms.

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 front entrance to the service is secured and a high level door release switch is provided to guard against unsupervised exit by children from the drop off point in the reception area. A keypad is provided on the door leading from the reception area to the hallway and rooms in the service to guard against unauthorised access to the service. Both exit doors off the hallway leading to the outdoor play area are secured and high level keys provided to exit the premises. Viewing panels are provided on doors leading to all rooms in the service to assist with the care and supervision of children indoors. The cleaning storeroom is locked and provides a safe location for cleaning equipment, agents and chemicals in the service. A storage area is provided in the kitchen to store staff personal belongings outside of the playrooms. Foot pedal operated bins are located in both playrooms for the temporary storage of refuse. The toys and play equipment provided for use in the proposed playrooms were observed to be in clean and in a good state of repair and maintenance. The exit gate leading from the open front gable end of the service to the adjoining roadside is secured from inside to guard against both unauthorised access to children playing outdoors and unsupervised exit by children when

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playing outdoors. The refuse storage bins for the service are stored in an area outside of the service which is fenced off from the outdoor play area.

A fire assembly point for the service is located on the heavy duty wire fencing at the front of the service.

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)

Two staff members employed to work in the service are trained in FAR (first aid response) with expiry dates of October 2025 and are available to the proposed number of children to attend the service.

(2)(a)(b)

A first aid box is provided in both proposed playrooms and are easily accessible and available to staff providing care to children in the service.

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:

This requirement has been met.

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	<p>(1)(a) A recording system is available to maintain records of monthly fire drills as conducted in the proposed service.</p> <p>(b) The maintenance record for the newly installed firefighting equipment located at the front door, both back exit doors and in the kitchen confirms that a service was conducted in May 2025 on installation. The maintenance record for the smoke alarm system confirms that a service was conducted in April 2025 on installation.</p> <p>(4) A notice of the procedure to be followed in the event of a fire is on display in both proposed playrooms. A fire evacuation plan is also available for the proposed 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.

Requirement met:

This requirement has been met.

An insurance quotation 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 quotation for insurance cover which is valid from the 29 May 2025 to the 27 March 2026 covers up to 40 children in a sessional childcare service with an afterschool service.

Part VII – Premises and Space Requirements

Regulation 29 – Premises

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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) The newly constructed premises has no evidence of dampness or mould growth on internal walls and ceilings. A smooth tarmac pathway surrounds all open passageways outside of the premises.
- (b) The premises is connected to the public drainage and water supply. The perimeters of the service are securely fenced off and the proposed use is confined to provision of a childcare service.
- (c) All rooms in the service are located on external walls with doors off a central hallway providing access to the rooms. Openable windows in all rooms in the service coupled with fluorescent light fittings covered with shatterproof diffusers ensure a good mix of both natural and artificial lighting in all rooms and ventilation. The electric heaters in all rooms are securely mounted on the walls and are thermostatically controlled to ensure the maximum surface temperature is maintained at or below 50°C.
- (d) The room walls and doors throughout the service are finished with bright, washable and colourful paint finishes. All floors are finished with a heavy duty floor lino which is well fitted at wall and floor junctions. Sinks plumbed with a hot and cold water supply are provided in both playrooms to assist with cleaning of the rooms when the proposed service is operational.
- (e) Two toilets, a nappy changing station and three wash hand basins are located off the hallway close to Preschool room 2. Three toilets and three wash hand basins are located off the hallway close to ECCE 1. A staff toilet and wash hand basin is provided close to the kitchen and staff room in the service. The wash hand basins in the service are serviced with

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thermostatically controlled hot water, liquid soap, disposable paper towel dispensers and foot pedal operated bins.

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 sessional pre-school service or a pre-school service in a drop-in centre shall ensure that a minimum of 1.818 square metres of clear floor space is available for each child attending the service.

Requirement met:

Requirement has been met.

(1)

This requirement has been met.

Adequate space is provided across the two proposed playrooms in the service to increase the number of children cared for from 30 to 37 children at any one time.

An area of 46.82m² is provided in ECCE room 1 to accommodate up to 22 children in the proposed age range 3 to 5 years in daily attendance in a sessional service.

An area of 27m² is provided in Preschool 2 to accommodate up to 15 children in the proposed age range 2 to 3 years and 6 months in daily attendance in a sessional service.

(2)

The registered provider has ensured that a minimum of 1.818 square metres of clear floor space is available for up to 37 children proposed to attend the service daily.