

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

**Tusla I.D.:** TU2018MO501

**Name of Service** Lollipop Lane

**Address of Service:** Cordarragh, Kiltimagh, Co Mayo, F12 W8Y7

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

**Name of Registered Provider:** Louise Kilbane

<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:** Change in the number from 39 to 58.  
An additional sessional service in a new playroom upstairs.

**Proposed Number of Children:** 58 children

**Recommended Change Following Inspection:** Change in the number to 58 children.  
Addition of a sessional service in a new playroom upstairs.

**Registered change:** Change in number of children from 39 to 58 children

**Date of Inspection:** 0 7 0 7 2 0 2 5

**Inspection undertaken by:** M. Farrell

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:** Early Years Inspectorate, TUSLA, Child and Family Agency,  
2nd Floor, St Mary's HQ, Castlebar, Co Mayo.

**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 58 Children
<b>Date of Registration</b>	12 <sup>th</sup> August 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>	Lollipop Lane is a service in Kiltimagh, County Mayo. The service is registered to provide full day care, parttime and sessional services to children between one and six years of age. The service is one of three services operated by the registered provider in County Mayo and Sligo. The service is open from Monday to Friday between 8:00 and 18:00 hours with sessional services proposed to be operated in a new playroom from 9:15 to 12:15 hours.
<b>Premises</b>	The service is in a purpose-built, two storey building. There are two playrooms, a separate sleep room, kitchen, office and sanitary areas on the ground floor. It is proposed that a new third playroom and sanitary facilities will be used on the first floor. An enclosed outdoor play area is located to the rear of the premises.
<b>Staffing</b>	There are ten staff working in the service at present including the centre manager who provides relief cover as needed. The registered provider does not work 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>Acknowledgements</b>	The inspector wishes to acknowledge the cooperation of the person in charge, 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) There is a designated person in charge in the service.

(b) There is a named person to deputise in the service when needed.

### 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:

The requirement has been met.

(1) Adequate staff are proposed to be provided to work with the additional children. It is proposed that one adult will work with the maximum of eleven additional children to attend the new Acorns playground.

It is proposed that two staff will work directly with 10 children aged between one and two years of age in the Seedlings section of the large downstairs playground.

It is proposed that three staff work directly with 15 children aged between two and three years in the Buds section of the large downstairs playground.

### 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.

<p><b>Requirement met:</b></p>	<p>The requirement has been met.</p> <p>One large playroom on the ground floor is divided into two sections known as the Seedlings section that caters for children aged from one to two years and the Buds section that caters for children from two to three years of age. The inspection focused on the Seedlings/Buds playroom where the service proposes to increase the numbers of children attending and a proposed new first-floor playroom named the Acorns playroom.</p> <p>(1) (a) Both the playrooms have adequate amounts of toys and play equipment to accommodate the additional children considering the proposed age ranges. The toys and play equipment are displayed in open accessible storage systems, positioned at low levels allowing a child-led learning environment. The play equipment is arranged in similar defined interest areas in the rooms. Examples include construction and transport toys, dress up items for role play for older children, home areas and age-appropriate tabletop activities such as puzzles. There is space for children to move freely between each area and select play items. Both playrooms have art, and craft supplies suitable for the age range of the children proposed to attend the rooms. Messy play is facilitated in the Buds area of the Seedlings/Buds playroom at sand/water stations. A low-level climbing, crawling system is provided in the Seedlings play area to support physical activity and gross motor development. There are adequate numbers of age-appropriate books available in the playrooms. Tables and adequate numbers of age-appropriate chairs are provided for the children to allow tabletop activities, snack time and group work in the playrooms.</p> <p>There is an enclosed outdoor play area to the rear of the premises suitable for use by children and is directly accessible from the Seedlings/Buds playroom. A second enclosed, outdoor play area is proposed to be resurfaced with artificial grass and is not in use at present.</p> <p>(b) The proposed additional children are to be aged over one year. A sleep room with five standard cots is located beside the Seedlings section of the Seedlings/Buds playroom. A digital thermometer is available to measure the air</p>
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	<p>temperature of the sleep room. An additional three floor beds are available dependent on consideration of children’s ages, developmental stages and individual sleep needs. Adequate supplies of stackable beds are available in the service for children aged over two years to rest on. It is proposed that children will be accommodated to sleep/rest on stackable beds in the Seedlings/Buds playroom. Individual linen is supplied by the service and laundered regularly. All playrooms have rest areas with soft seating for children to rest/relax on and can accommodate the proposed additional numbers of children.</p> <p>(3) The enclosed outdoor area on the premises proposed for use by the additional children is suitable, safe and secure. The perimeters are securely enclosed to prevent children from leaving unnoticed. The space has ground coverings of impact absorbent ground cover and a small section of artificial grass beside a perimeter wall. The outdoor toys and fixed play equipment provided are in satisfactory condition with no hazards present on the items observed.</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:

The requirement has been met.

- The service proposes that healthy snacks for the children attending sessional services in the additional upstairs room will be provided from home in line with the service’s healthy eating policy.
- The service proposes to provide the food for the proposed additional children to attend the Seedlings/Buds playroom. It is proposed that a breakfast, mid-morning snack, lunch, dinner and afternoon snack will be provided for the children dependent on their individual needs. The meals are to be based on a four-week varied menu of nutritious foods with the menu that is to be made available to parents.
- The designated person in charge advised the inspector that drinking water is to be always available to the children in the service.

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 requirements have been partially met:

**General Safety**

- The main entrance door has a securing device allowing staff to control access to the service.
- The outdoor play area in use is enclosed by walls and a securable gate to prevent children from leaving unnoticed and people from accessing the area without permission.
- Blind cords on windows have securing devices in place.
- The kitchen is inaccessible to the children.
- The door to a large storage area located off the proposed additional Acorns playroom is secured and proposed to be inaccessible to the children. There is a securable wooden half-door to the kitchenette off the Seedlings/Buds playroom with staff controlling access to the area.
- Secure storage for medication is available on high shelving in the office or refrigerator in the kitchen depending on manufacturer’s storage advice.
- Safe storage is provided for cleaning products in a secured small sluice area and is inaccessible by children.
- The toys and play equipment are age-appropriate for the proposed age range of children, clean and in good condition.
- A red pull cord in the staff sanitary unit is inaccessible to children.

**Infection control:**

- Refrigerators are available to store perishable food items.
- Foot pedal operated bins are used for waste disposal.
- Disposable aprons and gloves are available for nappy changes.
- The outdoor waste storage bins are inaccessible to children in the service.

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<b>Requirement not met:</b>	<ol style="list-style-type: none"> <li>1. A window in the upstairs hallway beside the proposed additional Acorns playroom was inadequately secured with a restrictor device and had a broken window handle. The inadequately secured window posed a potential safety risk to children.</li> <li>2. The door to a boiler storage area that also contains a rodent bait box located off the proposed Acorns playroom was unsecured and posed a potential safety risk to children.</li> <li>3. An unsecured cupboard under a sink contained a rodent bait box in the proposed additional Acorns playroom with the potential to allow access by a child.</li> </ol>
<b>Response from Provider:</b>	<ol style="list-style-type: none"> <li>1. A new handle has been purchased, and the window has been repaired.</li> <li>2. The door of the boiler room has been fitted with a latch at the top of the door to restrict child access.</li> <li>3. The cupboard under the sink has been fitted with a child lock device to restrict child access.</li> </ol> <p>Photographic evidence of the actions taken was submitted to the Inspectorate by the service.</p>
<b>Summary Comment:</b>	The requirements have now 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.

<b>Requirement met:</b>	(1) The service provided evidence of the completion of first aid training (FAR) for four staff with expiry dates of the 5 April 2027.
<b>Requirement not met:</b>	(2)(a) and (b) The inspector was advised by the staff that the service proposes to store an equipped first aid box in high shelving in the Acorn playroom however this had

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	not yet been installed. Additional first aid supplies were required for the proposed additional children to attend the service.
<b>Response from Provider:</b>	(2)(a) and (b)  The first aid box has been installed on the high shelves above the sink in the Acorns Room. Additional first aid supplies have been purchased for the other rooms.  Photographic evidence was submitted by the service.
<b>Summary Comment:</b>	The requirements have now been met.

### 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>	The requirement has been met.  (1) (a) Templates are available for the recording of the monthly fire drills that are proposed to take place in the service.  (b) Records in writing are available in the service of the number, type and installation record of firefighting equipment and smoke alarms in the premises. The records show that the smoke alarms/fire detection system were last maintained on the 9 June 2025, and the firefighting equipment was last maintained on the 13 November 2024.  (4) Notices of the procedures to be followed in the event of fire are displayed conspicuously in the service. The fire assembly point used by the service to the front of the building is clearly signposted.
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### Part VI – Safety

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### Regulation 28 – Insurance

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

#### Requirement met:

The requirement has been met.

The service has a certificate of insurance in place for a maximum of 58 children at any one time with an expiry date of 27 March 2026.

### 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:

(a) The building is a brick-and-mortar structure with no apparent visible defects on visual observation.

(b) The main entrance door is secured with a buzzer and keypad release system. Internal door handles are positioned at a height out of reach of the children. The outdoor area is secured to prevent unauthorised access and children from leaving unnoticed.

(c) **Lighting:** There is natural light from windows and/or artificial lighting provided in the playrooms and Seedlings/Buds sanitary units which is adequate and suitable for the provision of a childcare service. The light fittings have protective covers.

**Heating:** The heating is provided by electric heaters with the air temperatures in the Seedlings/Buds playrooms and sanitary units recorded between 18 to 22 °C during the inspection.

The air temperature of the sleep room off the Seedlings/Buds playroom was recorded at 23.5°C at 12:35 hours. No children were using the sleep room at this time and the staff took measures to reduce the temperature which was found to be 21.9°C when reassessed at 12:45 hours. This is within the required range of 18-22°C for children aged over one year of age.

	<p><b>Ventilation:</b></p> <p>Natural ventilation is provided via openable windows in the proposed Acorn playroom and upstairs sanitary accommodation. The sleep room off the Seedlings/Buds playroom had an external door and there was mechanical ventilation installed in the room.</p> <p>(d) There are cleaning schedules and cleaning recording templates in place for the additional playroom and sanitary accommodation. The Seedlings/Buds playroom and all sanitary areas are clean, and the equipment is in maintained in satisfactory condition. Records of pest control servicing are available in the service with the last servicing dated for the 12 June 2025.</p> <p>(e) There is a sanitary facility located off the proposed Acorns playroom to be used by the additional children. The sanitary facility has two toilets and two wash handbasins. Liquid soap, paper towels and foot pedal bins are provided in the sanitary units for handwashing and drying purposes. Two toilets with two wash hand basins and two nappy changing units with wash hand basins are provided for the proposed 25 children in the Seedlings/Buds playroom.</p>
<p><b>Requirement not met:</b></p>	<p>(b) There was a low-level thumb turn securing mechanism on the door of the new ground-floor, designated entrance for the proposed children to attend sessional services upstairs. This securing mechanism could potentially be openable by a child with the risk that a child could exit the service unauthorised.</p> <p>(c) <b>Lighting:</b></p> <ol style="list-style-type: none"> <li>1. One of the light fittings in the child sanitary unit off the Acorn playroom does not provide light when switched on.</li> </ol> <p><b>Heated:</b></p> <ol style="list-style-type: none"> <li>2. The temperature of one of the three electric heaters in the Acorn playroom measured 56.3°C above the maximum level of 50°C.</li> <li>3. One of the three electric heaters in the Acorn playroom did not heat up and another electric heater only partially heated when switched on.</li> </ol>

	<p>4. The electric heater in the children’s sanitary unit off the Acorn playroom did not heat up when switched on.</p> <p>(d) 1. The flooring in the proposed Acorns playroom required deep cleaning with paint stains on areas of the flooring.</p> <p>2. There were some small shallow cracks in the paintwork in the sanitary unit proposed to be used by children attending the Acorn playroom upstairs.</p> <p>3. The plasterwork surrounding two lights in the new children’s sanitary accommodation on the first floor was unfinished.</p> <p>(e) One staff sanitary unit is provided at the entrance to the service with one toilet and wash-hand basin. An additional staff toilet is proposed to be installed on the ground floor under the stairway to meet the requirements. The work has not yet commenced on this sanitary accommodation.</p>
<p><b>Response from Provider:</b></p>	<p>(b) Additional securing mechanisms have been installed on the door out of reach of children which will remain secured until a staff member is at the door.</p> <p>(c) <b>Lighting:</b></p> <p>1. Light fixtures have been installed in the toilet.</p> <p><b>Heated:</b></p> <p>2. , 3. and 4.</p> <p>The service has installed new radiators that can be manually adjusted to different temperatures.</p> <p>(d) 1. The floors will be cleaned on the 31<sup>st</sup> of July 2025. Photographic evidence of the floor’s following cleaning was submitted on the 31 July 2025.</p> <p>2. and 3.</p> <p>Repairs and painting have been carried out in the sanitary unit.</p> <p>(e) The sanitary unit installation has been finished with new sanitary equipment installed.</p> <p>Photographic evidence of the actions taken was submitted by the service.</p>

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<b>Summary Comment:</b>	The requirements have now been met.
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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.*
- (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.*
- (3) *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.*

<b>Requirement met:</b>	<p>The requirement has been met.</p> <ol style="list-style-type: none"> <li>(1) There is adequate clear floor space in the proposed Acorn playroom measuring 40.5 square metres which can accommodate the proposed maximum of 11 children to attend sessional services.  There is 71.3 square metres of clear floor space in the Seedlings/Buds playroom which can accommodate the proposed total of 25 children.</li> <li>(2) There is 71.3 square metres of clear floor space in the Seedlings/Buds playroom. This can accommodate the proposed 10 children aged between one and two years of age in the section known as the Seedlings and 15 children aged from two to three years in the Buds section. The proposed children are to attend full day care and parttime services.</li> <li>(3) The minimum of 1.818 square metres of clear space is available in the proposed additional Acorns playroom for 11 children to attend sessional services.</li> </ol>
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