

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Tusla I.D.:	TU2022DY003
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Name of Service	The Little Willows Preschool
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Address of Service:	Willows Football Clubhouse, Jamestown Road, Finglas, Dublin 11, D11 TF61
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Email Address:	littlewillowsmanager@gmail.com
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Name of Registered Provider:	Rachel Runswick
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Type of Proposed Service:	Full Day Care	X	Part-Time		Sessional	X
	Drop-In		Childminding		Temporary	

Proposed change:	<p>The service proposes to:</p> <ul style="list-style-type: none"> Change the type of service from sessional care to full day care for children aged from 2 to 6 years old. Increase the number of children cared for from 22 to 76 with the addition of three care rooms.
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Proposed Number of Children:	76
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Recommended Change Following Inspection:	<p>Full day care operating 7.00am to 6.00pm 43 children Age range 2-6 years</p>
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Registered change:	<p>Change in Service Type from Sessional to Full Day Care Change in Number of Children from 22 to 43 children</p>
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Date of Inspection:	0	7	0	2	2	0	2	5
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Inspection undertaken by:	T Nelson
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Title:	Early Years Inspector
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Tusla Early Years Inspectorate Address:	<p>Early Years Inspectorate 2nd Floor, Unit 4/5 The Nexus Building Blanchardstown Corporate Park Ballycoolin Dublin 15 D15 CF9K</p>
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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 & Sessional Service from 43 Children
Date of Registration	25th February 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	<p>The service currently provides sessional day care for up to 22 children aged from 2 to 6 years old in two sessions per day from 8.45am to 11.45am and 12.00pm to 3.00pm.</p> <p>The proposed service will provide full day care and sessional care to children aged from 2 to 6 years. The service will operate from Monday to Friday, 7.00am to 6.00pm and will deliver the Early Childhood Care and Education (ECCE) Programme on a sessional basis during term time.</p>
Premises	<p>The current care room operates from the second floor of Willows footballs club in Dublin 11.</p> <p>The proposed service will operate from the ground and second floor of the premises. Three additional care rooms are proposed to include a further Preschool Room on the second floor, and Preschool rooms 1 and 2 on the ground floor. There are sanitary facilities and a kitchen on the second floor and further sanitary facilities on the ground floor. There is a fully enclosed outdoor to the rear of the premises. The proposed service has the sole use of the premises during the proposed operational hours.</p>
Staffing	<p>The registered provider proposes to work in the service as the person in charge and to employ up to 14 staff including a deputy person in charge and 13 staff to work directly with the children.</p>
Methodology	<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>

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	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.
Acknowledgements	The Inspector wishes to acknowledge the cooperation of the registered provider and staff 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 is met.

(1)(a) The service has a designated person in charge and a named staff member is available 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:

The requirement is met.

(1) The person in charge stated that an adequate number of adults works directly with the children attending the service. It is proposed that there will be up to 15 adults caring for up to 76 full time children.

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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.
- (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 or

Requirement met:

The requirement is partially met.

(1)(a) The proposed care rooms will provide adequate and suitable facilities for the children in the 2 to 6 years age range to play indoors.

- There are defined areas of interest in the rooms.
- There is an adequate supply of toys and resources available to support a range of play experiences.
- Furniture in the room is suitable for the age and stage of development of the proposed children.
- Toys and equipment are stored on low-level shelving, visible and accessible to the children.
- The equipment available to the children will provide them with challenging play experiences.

(1)(b) There are adequate and suitable facilities for a pre-school child to rest during the day.

- There is a cosy area available in the care rooms where children can take a break from activities and rest.
- There is an adequate supply of low stackable beds available for children who may require sleep, with sufficient space for these to be laid out in the care room.

(3)(a) There is an outdoor play area available to the rear of the premises which is fully enclosed. A range of outdoor toys to facilitate physical play experiences for the proposed age range is available.

Requirement not met:

(1)(b) There is no designated area available to adequately store the low stackable beds when not in use.

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Response from Provider:	(1)(b) Evidence was submitted to show the beds are adequately stored when not in use.
Summary Comment:	The requirement is met.

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:	<p>The requirement is met.</p> <ul style="list-style-type: none"> • There is an on-site kitchen where the service will prepare and provide snacks and arrangement in place for a hot meal to be provided by an external catering company. • The registered provider stated that children will receive four meals per day, with breakfast on arrival, a lunch at 11.00am, dinner at 2.00pm, and a snack at 4.00pm. • A water station will be available in the room where children will have access to drinking water.
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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:	<p>The requirement is partially met.</p> <ul style="list-style-type: none"> • The main entrance door to the premises is monitored and managed by staff to prevent a child from exiting unsupervised and restrict unauthorised access. • The outdoor area is secured with locks up high out of reach of the children. • Cleaning products were observed to be up high out of reach of children. • Emergency exits are clearly indicated and are unobstructed. • Shelving and storage units are stable and secure. • Logs are maintained where a sleeping child's colour, breathing and position are checked every ten minutes.
Requirement not met:	<p>General Safety:</p> <ol style="list-style-type: none"> 1. The temperature of the radiator in the proposed care room on the second floor exceeded the recommended temperature of 43°C. A temperature of 48.8°C was recorded by the inspector. This poses a scald risk to the children.

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	2. The lock on the toilet door in the downstairs sanitary accommodation between the two care rooms is accessible to children. There is a risk children could get locked into the room.
Response from Provider:	1. Evidence was submitted that there is now no access to the radiators. 2. Evidence was submitted that the lock can be immediately disengaged by staff.
Summary Comment:	The requirement is 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 is met. (1) Evidence is available that two staff members are trained to First Aid Response Level. (2)(a)(b) A suitably equipped first aid box is readily available on each floor.
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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.

Requirement met:

The requirement is met.

(1)(a) There is a template available to record fire drills that take place in the service.

(b) A written record is available to demonstrate the firefighting equipment in the premises was maintained on the 30 January 2025 and the smoke alarms were maintained on the 30 October 2024.

(4) There is a notice displayed in the care rooms of the procedures to be followed in the event of a fire. A fire assembly notice was visible outside of the service to enable staff and children to identify the fire assembly point.

Part VI – Safety

Regulation 28 – Insurance

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

Requirement met:

The 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 change approval is contingent on the registered providers compliance with Regulation 28.

The registered provider has evidence of insurance for a maximum 76 children in a full day care service valid from 21 January 2025 to 27th March 2025.

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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 partially met.

(a) The premises appears to be of a sound and stable structure.

(b) The entrance door to the service is secured adequately to prevent children from exiting unsupervised and unauthorised persons from gaining access.

(c)

- Windows provide natural lighting to all the care rooms. The natural light can be augmented with artificial ceiling lighting as required. Ceiling lights are fitted with protective covers and recessed into the ceiling.
- Heating is provided through wall mounted radiators. The temperature of the care rooms on the day of the inspection was 20.6°C.
- The care rooms have openable windows, and sanitary rooms are fitted with mechanical ventilation systems.

(d) The rooms are clean, maintained and in good repair. There is a cleaning schedule available to ensure regular cleaning of the rooms.

(e) There is adequate and suitable sanitary accommodation for staff. There are two staff toilets available, one each on the first and second floors of the premises.

Requirement not met:

(e) The premises is not equipped with adequate and suitable sanitary facilities.

1. The sanitary facilities available were not sufficient to provide for the proposed number of children who are no longer in nappies and use toilets as outlined below:

Sanitary Facilities for children	Number of toilets	Number of Wash hand basins	Number of children this can accommodate

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	<table border="1"> <tr> <td>Ground Floor</td> <td>2</td> <td>2</td> <td>22</td> </tr> <tr> <td>Second Floor</td> <td>2</td> <td>2</td> <td>22</td> </tr> </table> <p>One toilet and one sink is required in sanitary accommodation for every 11 children.</p> <ol style="list-style-type: none"> There was no thermostatically controlled warm water available throughout the premises. The water temperature in all the sinks ranged between 14.7°C and 15.8°C There are not suitable step-ups provided for the toilets in the sanitary accommodation on the ground floor for the proposed age -range of children who will be using these toilets. There are no nappy changing facilities available. 	Ground Floor	2	2	22	Second Floor	2	2	22
Ground Floor	2	2	22						
Second Floor	2	2	22						
Response from Provider:	<ol style="list-style-type: none"> The service will continue to operate with the sanitary accommodation currently available. Evidence was submitted that the water is now within the required temperature range. Evidence was submitted that suitable step ups are now available. Evidence was submitted that a nappy changing unit is available if required. 								
Summary Comment:	<p>The requirement is met.</p> <p>The service had adequate facilities to cater for up to 44 children no longer in nappies with nappy changing facility available if required. However, due the Regulation 30, Minimum Space Requirements, the service can cater for a maximum of 43 children.</p>								

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.
- (4) Where a registered provider contemporaneously provides—
(a) a sessional pre-school service, and

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(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:

The requirement is met.

(1) There is adequate clear floor space available in the premises for the work, play and movement of the up to 56 children to attend the proposed pre-school service. A total of 133.4m² is available.

(2) The amount of clear floor space available is demonstrated in the table below:

Room Name	Clear floor space m ² proposed by Registered Provider	Clear floor space m ² measured by EYI	Space required:	Number of children room can accommodate:
Existing Preschool Room 1 (second floor)	50.5 m ²	52.14 m ²	2-3 years: 2.35 m ² 3-6 years: 2.3m ²	22 FDC* 28 sessional**
Proposed Preschool Room 2 (second floor)	36.8 m ²	31.1 m ²	2-3 years: 2.35 m ² 3-6 years: 2.3m ²	13 FDC* 17 sessional**
Proposed Preschool Room 1 (ground floor)	33.9 m ²	22 m ²	2-3 years: 2.35 m ² 3-6 years: 2.3m ²	9 FDC* 12 sessional**
Proposed Preschool Room 2 (ground floor)	38.2 m ²	28.2 m ²	2-3 years: 2.35 m ² 3-6 years: 2.3m ²	12 FDC* 14 sessional**

*Full day Care

** The minimum space requirements for sessional care are 1.181m²

(4) The measurements recorded in (2) are sufficient for 56 proposed children attending on a full day care basis.

However, due to regulation 29, this figure is currently capped at 43 children.

- Maximum of 22 children on the second floor.
- Maximum of 21 children on the ground floor.