

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



**Tusla I.D.:** TU2022GY004

**Name of Service** Coill na nOg Claran Community Childcare Company

**Address of Service:** Claran, Headford, Co Galway. H91 Y443

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

**Name of Registered Provider:** Brendan Kyne

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

**Proposed change:** An increase in numbers from 22 children to 31 children, attending on a full day care basis.  
Increase in number of staff from 4 to 5 adults.

**Proposed Number of Children:** 31 children

**Recommended Change Following Inspection:** The approved use of the additional room.  
Increase in numbers of children from 22 to 31 children.

**Registered change:** Change in number of children accommodated from 22 to 31  
Increase in number of staff from 4 to 5  
Approved use of an Additional Room

<b>Date of Inspection:</b>	1	0	1	0	2	0	2	5
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**Inspection undertaken by:** F Kelly

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:** Early Years Inspectorate, Quality and Regulation  
Directorate,  
Child and Family Agency, Clinical & Administration Building,  
Block A (1st Floor- Green Corridor),  
Merlin Park,  
Galway.

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### Rationale for Inspection: Proposed Change of Circumstance

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

<b>Registration Status:</b>	<b>Registered Full Day, Part Time &amp; Sessional Service with 31 children</b>
<b>Date of Registration</b>	<b>12<sup>th</sup> November 2025</b>

### 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>	This service offers a sessional, part time or full day care service to preschool children aged between 2 years and 6 years. It operates from 07.45 to 18.00 Monday to Friday.
<b>Premises</b>	This full day care service was established in 2022 and operated from playroom on the grounds of Claran National school, Headford, Co Galway. It was proposed to increase the number from 22 children to 31, by opening an additional playroom.
<b>Staffing</b>	It was proposed to increase the member of staff from 4 to 5 adults.
<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>

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<b>Acknowledgements</b>	The Inspector wish to acknowledge the cooperation of the registered provider 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.

<b>Requirement met:</b>	This requirement has been met  (1)(a) There is a designated person in charge in the service. There is a named person to deputise in the service as needed.
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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.

<b>Requirement met:</b>	The requirement has been met.  (1) There will be 5 adults employed to care directly for the children and maintain the child ratios. <ul style="list-style-type: none"> <li>1 adult for every 11 children attending the sessional service</li> </ul> Full day care adult to ratio: <ul style="list-style-type: none"> <li>1:6 for children aged between 2 and 6 years of age and 1: 8 for children aged from 3 to 6 years of age.</li> </ul>
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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:**

(1)(a)

- Adequate and suitable play facilities are in place in the current playroom Preschool and the proposed new playroom Toddler Room to cater for children from 2 to 6 years. The playrooms are laid out with a number of defined interest areas. Play resources in this playroom included a library corner, farm and small world play, doll and home corner, doll houses, art station, play materials and jigsaws.
- The preschool playroom contained a home corner area, which was used for a range of activities, it contained a well-stocked kitchen unit with same tables and chairs and a selection of dolls. The room has many low-level open shelving units containing a range of puzzles, toys, arts and craft material available to the children within their reach.
- Tables and chairs of suitable size for children aged from 2 to 6 years of age are provided facilitating play with the tabletop activities including puzzles available.

(1)(b)

In each of the playrooms, the children had the opportunity to rest or relax with soft seating in the designated cosy areas. The service had 11 sleep mats for any younger children attending the service requiring sleep. The smaller

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	<p>playroom will be converted into a sleep room for the younger children requiring sleep each day.</p> <p>(2)(b)</p> <ul style="list-style-type: none"> <li>• Suitable secure outdoor play areas were provided for the children in the service.</li> <li>• An enclosed outdoor space was located to the side and rear of the building and the children have direct access to this space from the larger playroom. The ground cover consisted of tarmacadam.</li> </ul>
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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.*

<b>Requirement met:</b>	<p>The requirement has been met.</p> <ul style="list-style-type: none"> <li>• The service was providing a nutritious main meal for the children. The parents/guardians of the children provide the snacks for the children.</li> <li>• The registered provider advised that water and milk was available in the service and the children were to bring drinks from home in individually identifiable containers.</li> </ul>
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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.*

<b>Requirement met:</b>	<ul style="list-style-type: none"> <li>• The main door of the service was secured thus preventing unauthorised persons entering and preventing children from leaving the service unaccompanied.</li> <li>• Safe storage out of reach of children was provided for cleaning products and equipment.</li> <li>• Secure storage for medication was available in the service.</li> <li>• The staff only areas, kitchen, storage areas and adult sanitary areas were secure and thereby inaccessible to a pre-school child.</li> </ul>
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	<ul style="list-style-type: none"> <li>• The toys and equipment in use in the playrooms were in good condition with no hazards identified during the visual inspection of the service.</li> <li>• The outdoor area was secured so that children could not leave the area unsupervised and unauthorised person could not enter the area.</li> <li>• The heating system in the service was thermostatically controlled to ensure the temperature was maintained between 18°C to 22°C. The room temperature on the day of inspection was 19.2°C.</li> <li>• Refrigerators are provided for the storage of perishable food items.</li> <li>• Aprons and gloves are provided for use.</li> <li>• The outdoor waste storage bins were inaccessible to children in the service.</li> </ul>
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### 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>	<p>(1) The requirement has been met as 2 staff members had in date Paediatric First Aid Responder courses completed.</p> <p>(2)(a) The registered provider had ensured that the service was equipped with first aid boxes.</p> <p>(b) The first aid boxes were available to children when required.</p>
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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 firefighting 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 has been met.

(1)(a) Arrangements were in place to record fire drills.

(b) A record of the number, type and maintenance record of firefighting equipment and fire alarms in the service was on file. A record of the maintenance of the fire alarms system and the firefighting equipment stated they were last serviced in January 2025.

(4) A notice of the procedures to be followed in the event of a fire was displayed in the hallway and in the playroom.

### 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 as adequate insurance has been provided for the number of children proposed to attend the service.

### 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) No obvious defects were observed in the building structure.

(b) The main entrance door at the front of the service was secured to prevent unauthorised entry to the area and children from leaving unnoticed.

(c) Lighting:

There is both natural light from windows and artificial lighting provided in the premises which is adequate and suitable for the provision of a childcare service. The light fittings in the playrooms and in the sanitary areas were encased with protective covers.

**Heating:**

The service is heated by oil heating system. The playroom air temperature and sanitary area temperatures were found to be within the required range of 18-22°C for these areas.

**Ventilation:**

The playrooms were ventilated by openable windows. Sanitary units were ventilated by openable windows.

(d) The playrooms and sanitary areas were clean and maintained in a satisfactory condition. Cleaning schedules were in place in the service.

(e) Sanitary facilities were provided in the service as follows:

**Adult sanitary accommodation.**

One sanitary unit with one toilet and one wash hand basin were provided for the staff in the adjacent school building.

**Child sanitary accommodation.**

Sanitary units with 3 toilets and 3 wash hand basins were provided the service. The sanitary accommodation also contains a nappy changing unit.

Liquid soap and paper hand towels were provided for hygienic hand washing and drying, with foot pedal operated bins provided for the disposal of waste.

The hot water temperatures of the taps in all the sanitary units' wash hand basins in the building were recorded below 37.8°C on the day of the inspection.

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.

**Requirement met:**

(1) A summary of the overall floor measurement of the new proposed playroom.

Room Number	Room size	Age profile of children proposed to attend on Full Day Care or Sessional
Toddler room	22.64m <sup>2</sup>	10 children aged between 2 and 3 years, attending on a part time or full time basis or 10 children aged between 3 and 6 years attending on a part time or full-time basis or 12 children attending on a sessional basis.
Preschool room	49.39m <sup>2</sup>	21 children aged between 2 and 3 years attending on a part time or full time basis or 21 children aged between 3 and 6 years attending on a part time or full-time basis or 27 children attending on a sessional basis.

(3) The minimum space requirements for the different age profiles of the children attending are outlined below:

Full Day Care Service	
Age Range of children Attending	Clear Floor Space
1-2 Years	2.8 square metres.
2 -3 Years	2.35 square metres
3-6 Years	2.3 square metres
Sessional Service	
2 to 6 years	1.818 m <sup>2</sup>

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The sanitary accommodation available to the children limits the number of children that can attend the service.

The service can accommodate 33 toilet trained children and 11 children in nappies at any given time.

The service had adequate space to accommodate the proposed number of children attending on a full day care basis which is 31 children.