

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Tusla I.D.:	TU2024CN001
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Name of Service	Mini Me's Creche Butlersbridge LTD
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Address of Service:	Drumahurk, Butlersbridge, Cavan, Co. Cavan H12 VK71
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Email Address:	minimesbb@gmail.com
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Name of Registered Provider:	Eugenia Sheridan
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Type of Proposed Service:	Full Day Care	✓	Part-Time	✓	Sessional	✓
	Drop-In		Childminding		Temporary	

Proposed change:	Change in Number of Children that can be Accommodated from 54 to 83. Change in Age Profile from 2 - 6 Years to 0 – 6 Years. Change in Number of Staff Employed from 7 to 13.
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Proposed Number of Children:	83 children
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Recommended Change Following Inspection:	Change in Number of Children that can be Accommodated to 83. Change in Age Profile to 0 – 6 Years. Change in Number of Staff Employed to 13.
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Registered change:	Change in Number of Children that can be Accommodated from 54 to 83. Change in Age Profile from 2 - 6 Years to 0 – 6 Years. Change in Number of Staff Employed from 7 to 13.
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Date of Inspection:	2	1	0	7	2	0	2	5
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Inspection undertaken by:	S Mc Kenna
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Title:	Early Years Inspector
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Tusla Early Years Inspectorate Address:	Early Years Inspectorate, Hampton Court, Cootehill Road, Drumalee, Co Cavan. H12 YY84
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Rationale for Inspection:
Proposed Change of Circumstance

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

Registration Status:	Registered Full Day, Part-Time & Sessional Service for 83 Children
Date of Registration	28th July 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	Mini Me’s Creche Butlersbridge Ltd is a private operated service, providing full day, part-time and sessional care to children aged 0 to 6 years. The service operates from a two-storey building on the outskirts of Butlersbridge Co Cavan. Operating hours are 8.30am to 6pm each weekday. The service participates in the Early Childhood Care and Education (ECCE) Programme from 9am to 12 midday. A school aged service is also provided.
Premises	The service is a two-storey building which has been newly renovated, and an extension built to one side. A total of 9 care rooms are provided; Baby room, Wobbler room, Toddler room, Junior Preschool, Senior Preschool, all of which are located on the ground floor. A Sessional Preschool room is located on the first floor along with two Junior School Age rooms and one Senior School Age room. The three rooms for the sole use of School Aged Children only and are not part of the Preschool Fit for Purpose Inspection. A kitchen, staff facilities, an office, three sleep rooms, and designated sanitary facilities are provided. Outdoor play spaces are located to the sides and rear of the premises. Car parking is available to the front of the premises.
Staffing	A total of 13 staff are employed to work in the service to include the registered provider. The registered provider informed the inspector they plan to recruit more staff in line with Regulation 11 requirements.
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> <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>
Acknowledgements	The Inspector wishes to acknowledge the cooperation of the registered provider and the designated person in charge 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:

The requirement has been met.

The service has a designated person in charge who is the registered provider, and a named person to deputise in their absence.

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.

It is proposed that a total of eleven adults will work across the six preschool rooms (Baby, Wobbler, Toddler, Junior Preschool, Senior Preschool, Sessional Preschool), with two additional adults providing relief and break/lunch cover.

The registered provider is aware of the requirements of this regulation in relation to adult: child ratios.

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 requirements of this regulation have been met.

(1) (a) Adequate and suitable facilities have been provided for the children to play indoors during the day. A range of play materials, play equipment and toys, along with

well-resourced designated interest areas are available in each of the six preschool rooms.

(b) Adequate and suitable facilities are provided for the children to rest and sleep.

Three designated sleep rooms are provided. A cot room with 6 cots is located off the Baby room, a sleep room with 7 cots is located off the Wobbler room, and a sleep room with 12 floor beds is located off the Toddler room.

Individual bed linen is supplied by the service.

There are cosy areas in each of the six care rooms to include a variety of child sized sofas, soft floor mats and cushions.

(3) There are a total of 5 outdoor play areas provided, one located to the front of the premises is used only for School Aged children. The four additional areas are located to the sides and rear of the premises and are secured by fencing, walls and secure gates. The two areas located directly off the Junior and Senior Preschool rooms had a ground surfacing of concrete paths and soft ground surfacing. A gravel pit, rocking toys, ride on toys, climbing structures and play kitchen are available for children's use.

The two large areas located directly off the Baby/Wobbler and Toddler rooms had a ground surface of soft impact surfacing. Outdoor play equipment to include ride on toys is provided for these areas, with additional play equipment that has been ordered to be added. Play equipment from indoors can be taken to these outdoor areas when required.

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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 will provide all breakfast, snacks and meals to the children in attendance. It is proposed that the service cook will prepare and cook all snacks and hot meals on a daily basis. The children will have access to potable drinking water. A fridge is available in the kitchen and in each of the care rooms for the storage of perishable food items.

Six-week menus were available for review, which demonstrated a variety of hot meals options that were adequate, suitable and nutritious for children.

The children will have access to potable drinking water throughout the day.

Parents of younger children will send in premade formula bottles where their child's routine requires. Parents also have the option to send in food items where dietary/religious/cultural preferences are present.

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 requirement has been met.

- The two front entrance doors into the service are secured by an intercom system, where parents ring the relevant care rooms, and the door is then released by staff from the care rooms. This prevents children from exiting the service unsupervised and to restrict unauthorised access.
- The emergency exit doors were unobstructed throughout the inspection.
- There was provision for the appropriate disposal and storage of waste including the provision of suitable nappy bins and foot pedal operated bins throughout the service.
- Individual single use paper towels were provided for handwashing purposes.

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- Cleaning schedules were available for the service. Cleaning materials were stored out of reach of children.
- Risk assessment records are in place.
- The designated fire assembly point, confirmed by the registered provider is located on the grassed area to the front of the premises.

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 has been met.
- (1) The registered provider has ensured that there are six adults with up to date First Aid Responder (FAR) training on the premises.
- (2) (a) (b) Adequately stocked first aid boxes were provided in each of the care rooms and are available to the children at all times.

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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 has been met.

(1) (a) The registered provider demonstrated that a template to record fire drills was available, and fire drills were conducted monthly.

(b) There was a record available relating to the number and type of firefighting equipment. The building is currently divided into two maintenance areas for firefighting equipment and smoke alarms. The new extension had the most recent service of the firefighting equipment carried out in April 2025, and the fire detection and alarm system were commissioned in March 2025.

In the older part of the premises the firefighting equipment and the smoke alarms were serviced on 17th July 2025 retrospectively.

(4) The procedures to be followed in the event of a fire were displayed throughout the service.

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.

Insurance is in place for up to 83 preschool children in attendance on a Full day Care basis and expires on the 27/03/2026.

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:

The requirement has been met.

(a) The registered provider confirmed that she had no knowledge of any structural defects.

(b) The service was adequately secured to prevent children exiting unsupervised and unauthorised persons gaining entry.

(c) The service was adequately lit and heated. The lighting was provided by a mixture of natural light leading from large windows, which were supplemented with fluorescent ceiling lights which were fitted with protective covers. The new extension is heated by underfloor heating, and the older part of the building is heated by oil central heating. Care rooms were maintained at a temperature of 21.4-22°C, and sleep rooms were maintained at 19.6-20°C in the Baby cot room, and 22°C in the Wobbler and Toddler sleep rooms

The care rooms are ventilated either by, openable windows or trickle vents.

Sleep rooms are ventilated by openable windows or heat recovery ventilation.

Sanitary areas were ventilated by means of heat recovery ventilation or trickle vents.

(d) Cleaning schedules were available and in place, and the premises was maintained in a clean condition.

(e) The children’s sanitary facilities in the service were equipped with total of 10 toilets and 4 nappy changing units.

Thermostatically controlled hot, and cold water was available in all the hand wash sinks.

There were 6 toilets available for the adults, four located on the ground floor, and two located on the first floor.

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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.

Requirement met:

The requirement has been met.

(1) Adequate clear floor space has been provided for the work, play and movement of children within the 6 preschool care rooms.

(2) The following floor space is available

- The proposed Baby room was 29m². The space available can cater for the proposed 6 children aged 0 to 1 years on a full day care basis.
- The proposed Wobbler room was 30m². The space available can cater for the proposed 10 children aged 1 to 2 years on a full day care basis.
- The proposed Toddler room was 32m². The space available can cater for the proposed 12 children aged 2 to 3 years on a full day care basis.
- The proposed Junior Preschool room was 47m². The space available can cater for the proposed 22 children aged 2 years 6 months to 6 years on a sessional basis, and 16 children aged 2 years 6 months to 6 years on a part time or full day care basis.
- The proposed Senior Preschool room was 43m². The space available can cater for the proposed 22 children aged 2 years 6 months to 6 years on a sessional basis, and 16 children aged 2 years 6 months to 6 years on a part time or full day care basis.
- The proposed Sessional Preschool room was 37m². The space available can cater for the proposed 11 children aged 2 years 6 months to 6 years on a sessional basis.