

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Initial Inspection of Proposed New Service



**Tusla I.D:** TU2024DY007

**Name of Service:** My Ohana Ikea

**Address of Service:** 11 St. Margarets Road, Ballymun, Dublin 11.  
D11 FW18

**Email Address:** Louise.williams@myohana.co.uk

**Name of Proposed Registered Provider:** Louise Williams

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

**Proposed service type:** Drop-in service

**Proposed Number of Children:** 24

**Outcome of the F06 Inspection**  
(e.g., type of service, numbers, age ranges, times,)

Drop in service  
24 children  
Age range 3-6 years old  
Operating hours Monday to Sunday 11.00am to 7.00pm

**Registered service:** Drop-in service

**Date of Inspection:** 0 5 0 9 2 0 2 4

**Inspection Undertaken by:** T. Nelson

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:**

Early Years Inspectorate  
2<sup>nd</sup> Floor, Unit 4/5  
The Nexus Building  
Blanchardstown Corporate Park  
Ballycoolin  
Dublin 15 | D15 CF9K

**Rationale for Inspection**

**Proposed New Service**

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

|                              |                                 |
|------------------------------|---------------------------------|
| <b>Registration Status:</b>  | Drop-in service 24 children.    |
| <b>Date of Registration:</b> | 18 <sup>th</sup> September 2024 |

### 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).

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|-------------------------------|--|
| <b>Description of Service</b> | My Ohana is a privately owned service located in Dublin 11 and proposes to provide a drop-in service to customers in Ikea. It proposes to care for a maximum of 24 children in the 3 to 6 years age range for no more than two hours. The service proposes to operate seven days a week from 11.00am to 7.00.pm.   |
| <b>Premises</b>               | The proposed service is located on the second floor of the Ikea retail store. There is one care room, with sanitary accommodation for staff and children, and a reception area.  |
| <b>Staffing</b>               | The service proposes to initially employ four staff including the person in charge and will employ up to six staff to cater for the proposed number of children.   |
| <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 four 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 the registering application. 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>Acknowledgement</b>        | The Inspector wishes to acknowledge the cooperation of the proposed registered provider and staff 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 is met.

(1)(a) The proposed 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.

(6) A registered provider of a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 3 of Schedule 6 opposite a particular reference number in column (1) of that Part in respect of the age range of the children specified in column (2) thereof at that reference number is satisfied.

#### Requirement met:

The requirement is met.

(1) The registered provider will ensure an adequate number of staff will be working with the proposed children in the care room.

(6) The registered provider ensures that the ratio of one adult to four children will be maintained.

### 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.

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- (4) Where outdoor space to which the pre-school children attending the service have access is provided on the premises of a sessional pre-school service other than such a service to which paragraph (2) applies, a temporary pre-school service or a pre-school service in a drop-in centre, the registered provider shall ensure that such outdoor space is suitable, safe and secure.
- (5) Where pre-school children attending a sessional pre-school service other than such a service to which paragraph (2) applies, a temporary pre-school service or a pre-school service in a drop-in centre have access to an outdoor space other than such a space specified in paragraph (4), the registered provider shall ensure that such outdoor space is suitable.

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| <b>Requirement met:</b> | <p>The requirement is met.</p> <p>(1)(a) The proposed care room will provide adequate and suitable facilities for the children to play indoors.</p> <ul style="list-style-type: none"> <li>• There is defined areas of interest in the room.</li> <li>• There is an adequate supply of toys and resources available to support a range of play experiences.</li> <li>• Furniture in the room is suitable for the age and stage of development of the proposed children in the 3 to 6 years age range.</li> <li>• Furniture in the room is organised to facilitate individual, paired and group play experiences.</li> <li>• Toys and equipment are stored on low-level shelving, accessible to the children.</li> </ul> <p>(1)(b) There is adequate and suitable facilities for a pre-school child to rest during the day. There is a cosy area available in the care room where children can take a break from activities and rest.</p> <p>(4) and (5) The service does not propose to use an outdoor space and as such these are not applicable</p> |
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### Part V – Care of Children in Pre-School Services

#### 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 is met.

- A water station is available in the care room where fresh drinking water is available for the duration of the child’s stay in the service.
- No food will be given to the children on the premises; however parents will be contacted if needed if a child states they are hungry.

### 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 emergency exits are unobstructed.
- Risk assessments are available for the play areas.
- High shelving is observed to be secured.
- A five-point checklist was available in order to establish required information on the registration of children in the service.
- Clear procedures including the use of a mobile pager are in place to contact parents who remain on-site in the building.
- Liquid soap, dispensed paper towels and thermostatically controlled warm water is available in all sinks used by the staff and children.

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### Part VI - Safety

#### Regulation 25 – Checking in and out and record of attendance

(2) Where there are more than 15 children attending a pre-school service in a drop-in centre, the registered provider shall ensure that one employee or unpaid worker is assigned responsibility for the checking in and out of children.

#### Requirement met:

The requirement is met.

(2) The registered provider ensures that there will be a person with assigned responsibility for the checking in and out of children where there are more than 15 children attending the drop-in 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:

The requirement is met.

(1) Evidence is available that two adults trained to First Aid Response Level will be available to the children attending the service.

(2)(a)(b) A suitably equipped first aid box is readily available in the reception area.

### 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 will take place in the service.

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|  | <p>(b) A written record is available to demonstrate the firefighting equipment in the premises were maintained in June 2024 and the smoke alarms were maintained on the 14 January 2024.</p> <p>(4)</p> <ul style="list-style-type: none"> <li>• There is a notice displayed in the care room of the procedures to be followed in the event of a fire.</li> <li>• A fire assembly notice is visible outside of the premises to enable staff and children to identify the fire assembly point.</li> </ul> |
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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:

The requirement is met.

The registered provider provided evidence of appropriate insurance for up to 24 children in a childcare service, from the 1<sup>st</sup> of September 2024 to the 1<sup>st</sup> of September 2025.

### 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 is met.

(a) No structural deficits were brought to the attention of the inspector.

(b) The entrance door to the service is secured adequately to prevent children from exiting unsupervised and unauthorised persons from gaining access. Entry and exit is managed by dual electronic gate release system which is managed and monitored by a staff member.

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|  | <p>(c)</p> <ul style="list-style-type: none"> <li>The care room is adequately lit by artificial ceiling lights which are fitted with protective covers.</li> <li>The premises is heated by an operational air conditioning system, with additional wall heaters available which are up high out of each of children.</li> <li>The care room and sanitary accommodation is fitted with operating mechanical ventilation systems.</li> </ul> <p>(d) The care room is clean, maintained and in good repair. There is a cleaning schedule available to ensure regular cleaning of the room, sanitary accommodation and toys.</p> <p>(e) There is adequate and suitable sanitary accommodation available for the proposed 24 children who are no longer in nappies and use toilets in the service. There is adequate sanitary accommodation for the proposed number of staff. The following is available:</p> <ul style="list-style-type: none"> <li>There are four toilets and four sinks available for the use of children. One toilet and one sink is required for every 11 children.</li> <li>There is one toilet, and one sink available for staff. One toilet and one sink is required for every 8 staff.</li> </ul> |
|--|---|

### 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.*
- (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 is met.</p> <p>(1) The clear floor space available in the proposed drop-in service for the work, play and movement of children attending is adequate for 24 children.</p> <p>(3) The clear floor space available measures 155 square metres ensuring a minimum amount of 1.818 square metres of clear floor space for each child attending the proposed new drop-in service in respect of the proposed age range of 3-6 years.</p> <p>This provides clear floor space for 24 children attending on a drop-in basis.</p> |
|-------------------------|--|