

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

<b>Tusla I.D.:</b>	TU2024KY001
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<b>Name of Service</b>	Wise Owl Shanakill
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<b>Address of Service:</b>	Shanakill Family Resource Centre, Shanakill, Tralee, Co. Kerry, V92 PF30
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<b>Email Address:</b>	wiseowl.tralee@gmail.com
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<b>Name of Registered Provider:</b>	Ann Podruczna & Aldona Laskowska
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<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 type="checkbox"/>
	<b>Drop-In</b>	<input type="checkbox"/>	<b>Childminding</b>	<input type="checkbox"/>	<b>Temporary</b>	<input type="checkbox"/>

<b>Proposed change:</b>	Change in the number of children from 42 to 60. Change in the number of staff from 7 to 13
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<b>Proposed Number of Children:</b>	60
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<b>Recommended Change Following Inspection:</b>	Change in the number of children from 42 to 60. Change in the number of staff from 7 to 13.
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<b>Registered change:</b>	Change in the number of children from 42 to 60. Change in the number of staff from 7 to 13.
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<b>Date of Inspection:</b>	2	4	0	7	2	0	2	5
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<b>Inspection undertaken by:</b>	N. Reidy
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<b>Title:</b>	Early Years inspector
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<b>Tusla Early Years Inspectorate Address:</b>	Aras an Phobail, Deans Lane, Tralee, Co. Kerry.

<b>Rationale for Inspection:</b>
Proposed Change of Circumstance

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

<b>Registration Status:</b>	Registered Full Day & Part-Time Service for 60 Children
<b>Date of Registration</b>	20 <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>	<p>Wise Owl Shanakill is a privately owned early years service that is registered to provide full day care and part-time care to children between the age of 1 year to 6 years. The service operates between the hours of 08:45 am and 5:45 pm Monday to Friday and offers an Early Years Care and Education (ECCE) session from 09:00 am to 12 mid-day. The service is currently registered to cater for 42 children. The service also offers a school aged care service.</p>
<b>Premises</b>	<p>The premise is located within the Shanakill Family Resource Centre, Shanakill, Monavalley in the urban area of Tralee. It consists of 2 playrooms, a kitchen, 1 sleep room and a designated office space. There is a designated spacious outdoor play area located to the rear of the building. The inspection focused on an additional room adjacent to the creche room proposed to cater for the additional 18 children.</p>
<b>Staffing</b>	<p>It is proposed that 3 adults attached to the service will be working directly with the children in the proposed care room. There are 13 adults working in the service that can work directly with the children, including the two registered providers.</p>
<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</p>

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	administrative and legal processes. The contents of the report are compiled by the inspectorate body.
<b>Acknowledgements</b>	The Inspector wishes to acknowledge the cooperation of the registered providers present on the day of the inspection.

Part III - Management and Staff	
Regulation 9 – Management and Recruitment	
<i>(1) A registered provider shall ensure that—</i>	
<i>(a) the service has a designated person in charge and a named person who is able to deputise as required.</i>	
<b>Requirement met:</b>	The requirement has been met.  (1)(a) There is a named person in charge and a named deputy.

Part III - Management and Staff	
Regulation 11 -Staffing Levels	
<i>(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.</i>	
<b>Requirement met:</b>	The requirement has been met.  (1) The registered providers confirmed that 3 adults will work directly with the proposed children in the proposed care room each day. The names of the adults were furnished to the inspector.  (2) The fit for purpose inspection was carried out in the proposed care room in the absence of children present in the room.

Part V - Care of Child in Pre-school Service	
Regulation 20 - Facilities for Rest and Play	
<i>(1) Subject to this Regulation, a registered provider shall ensure that—</i>	
<i>(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</i>	
<i>(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.</i>	
<i>(2) A registered provider—</i>	
<i>(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.</i>	

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(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
- (b) where no such space is provided, the preschool children attending the service have access on a daily basis to an outdoor service.

**Requirement met:**

The requirement has been met.

(1)

(a) The proposed children will have access to a variety of age-appropriate equipment and play materials that are available and accessible to the children on the floor and on open low level shelving units and open low level shelving units with pull out plastic trays.

There is an adequate number of child sized tables and chairs in the proposed care room.

The proposed children will have access to a fully enclosed outdoor play area accessible via double fire doors located to the rear of the building.

(b)The service currently has 10 stackable beds. The registered provider informed the inspector of foldable soft padded matting that is on order. The proposed plan is to have the beds and matting in a designated section in the proposed care room.

(2)(a) & (3)(a)

There is a spacious outdoor play area provided at the rear of the building. The outdoor play area is adequately enclosed and secured with fencing and gates. The surface underfoot is soft matting with a range of play materials and equipment for the children’s use. There was for example a timber play unit, planting boxes, sand and water trays, ride on toys and swings. A storage shed was in place in the outdoor play area to securely store some of the toys and play materials.

(3)(b) Not applicable as the proposed children have access to an outdoor play area on the premise.

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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 proposed children will be offered a main hot meal supplied to the service by an outside catering company as well as the food for one snack times.
- The registered providers are re-viewing the menu for the snack time and some of the dishes provided for the main meal.
- The service displayed the weekly menu and the food for snack time on the parent's notice board in the entrance area.
- The children will have their individual water bottles labelled and drinking water is available at the sink in the proposed care room.
- The kitchen in the service has fridges and re-heating facilities.

### 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 partially met.

- The main entrance door to the proposed care room was secured. A keypad entry system was used with the code known to the staff members only.
- Exiting the proposed care room was via a high-level push-button device.
- The blind cords in place on the care room windows were secure.
- The registered providers plan to store the cleaning agents provided for the proposed care room will be stored in the high-level cupboard in the room.
- A supply of thermostatically controlled warm water was provided at all the wash hand basins, liquid hand soap, disposable paper hand towels, hand dryers in two of the three adult toilets and pedal operated lidded bins.
- The service has purchased a nappy changing table for a designated space near a designated wash hand basin in the sanitary accommodation within the proposed

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	care room. However, the unit was incomplete, it was returned to the supplier, awaiting a replacement.
<b>Requirement not met:</b>	1. The swing unit in the outdoor play area was not adequately secured to the ground.
<b>Response from Provider:</b>	The swing was removed. A photograph of the outdoor area without the swing was submitted.
<b>Summary Comment:</b>	The requirement has 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>	<p>The requirement has been met.</p> <p>(1) Two adults employed in the service have up to date certification in First Aid Responder (FAR) training. At least one of the adults will be on the premise during the hours of operation. A number of adults have up to date certification in Paediatric First Aid</p> <p>(2)</p> <p>(a) The first aid box in the proposed room was stored in the high-level cupboard in the proposed room.</p> <p>(b) The first aid box was adequately stocked and readily accessible to the adults.</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 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>	<p>The requirement has been met.</p> <p>(1)(a) The service has a template for recording the monthly fire drills. The last recorded fire drill took place on 21/07/2025.</p> <p>(b) A record of the number and type of the firefighting equipment is available. The fire extinguishers were last serviced on 19/08/2025 and the smoke alarm system on 12/05/2025.</p> <p>(4) A notice of procedures to be followed in the event of a fire is displayed in the service.</p>
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### Part VI – Safety

#### Regulation 28 – Insurance

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

<b>Requirement met:</b>	<p>The requirement has been met.</p> <p>An insurance quotation was submitted to the Registration Team prior to the 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.</p>
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### Part VII – Premises and Space Requirements

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### 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.

<b>Requirement met:</b>	<p>The requirement has been partially met.</p> <p>(a) From a visual inspection the building appears to be of sound and stable structure.</p> <p>(b) The premise was safe and secure on the day of the inspection.</p> <p>(c) Natural lighting was provided via two openable windows in the proposed care room supplemented with artificial enclosed light fittings. There was artificial enclosed lighting in the children’s sanitary accommodation.</p> <p>The temperature of the proposed care room was recorded at between 20 degrees Celsius, and the temperature of the sanitary accommodation was recorded at 20.4 degrees Celsius. The oil heating was not switched on for the inspection, the registered providers informed the inspector that it was in working order.</p> <p>There are thermostatically controlled covered wall mounted radiators in the proposed care room and one in the sanitary accommodation.</p> <p>The playroom was ventilated by means of natural ventilation from the two openable windows.</p> <p>(d) From observation on the day of the inspection the play equipment and furniture appeared to be clean and in a good condition. The cleaning schedules were available that included the equipment and materials, care rooms and sanitary facilities.</p>
<b>Requirement not met:</b>	(e) There was no means of ventilation provided in the proposed children’s sanitary accommodation in the proposed care room.
<b>Response from Provider:</b>	(e) The ventilation has been provided.
<b>Summary Comment:</b>	<p>An invoice from the Electrical company was submitted. It stated that ventilation installed.</p> <p>The requirement has been met.</p>

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

- (1) Adequate floor space is available in the proposed care room for the work, play and movement of the children in the service.
- (2) The registered provider ensured that the minimum clear floor space is adhered to for the proposed number of 18 pre-school children in the proposed care room.
- (3) & (4) The space requirement for children attending on a sessional EECE scheme basis is met.