

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Initial Inspection of Proposed New Service

Tusla I.D:	TU2025WD001							
Name of Service:	Passage East Childcare Initiative							
Address of Service:	Passage East Community Centre, The Quay, Passage East, Waterford, X91 FD85							
Email Address:	millea_helen@yahoo.ie							
Name of Proposed Registered Provider:	Helen Millea							
Type of Proposed Service:	Full Day Care	<input checked="" type="checkbox"/>	Part-Time	<input type="checkbox"/>	Drop-In	<input type="checkbox"/>		
	Sessional	<input type="checkbox"/>	Childminding	<input type="checkbox"/>	Temporary	<input checked="" type="checkbox"/>		
Proposed service type:	Temporary Full Day Care service							
Proposed Number of Children:	13							
Outcome of the F06 Inspection (e.g., type of service, numbers, age ranges, times,)	Recommend approval for a temporary full day care for 11 children aged 2-3 years old. Operating 5 days per week from 08:00 – 17:30.							
Registered service:	Temporary Full Day Care service for 11 children aged 2-3 years from 08:00-17:30 until 1 st May 2026.							
Date of Inspection:	0	8	1	0	2	0	2	5
Inspection Undertaken by:	E Cullen							
Title:	Early Years Inspector							
Tusla Early Years Inspectorate Address:	Community Care Centre, HSE Buildings, Cork Road, Waterford City, Waterford.							
Rationale for Inspection								
Proposed New Service								
Note: For Office use only, to be completed by Registration Office								
Registration Status:	Registered Temporary Full Day Care service for 11 children							
Date of Registration:	4 th November 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).

Description of Service	Passage East Childcare Initiative is a community-based service located in the village of Passage East in Co. Waterford. The service proposes to offer a temporary full day care service for children aged 2 to 3 years old while building works are completed on the existing early years service located nearby. The service proposes to operate from 08:00 to 17:30, 5 days a week.
Premises	The proposed premises is a room within a community building. There is sanitary accommodation and an outdoor play area allocated for use by the proposed early years service. The service will have sole use of the room as an early years service.
Staffing	The registered provider proposes to move staff from the existing early years service for the duration of the building works. It is proposed that three full time and one part time staff members will be onsite and a community employment staff member. The registered provider does not work directly in the service.
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 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>
Acknowledgement	The Inspector wishes to acknowledge the cooperation of the proposed registered provider and 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 registered provider has ensured that a designated person in charge and a named deputy are employed for this service.

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 registered provider is familiar with the Child Care Act 1991 (early years services) Regulations 2016, Schedule 6 Staff: Child ratios and will ensure that there are adequate numbers of staff working directly with the children attending the service.

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—
(a) of a full day care service, a part-time day care service, a sessional preschool service or a childminding service that is registered for the first time 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) The room is well resourced, with appropriate equipment and materials for the proposed age group of children attending the service.

(b) The service has provided an adequate number of low-level beds for children over the age of two years who required sleep.

(2)(a) The service's proposed outdoor area is located adjacent to the main building; it comprised of an enclosed all-weather playground.

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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 service proposes that parents will provide all food and drink. Facilities are available onsite for the safe storage and reheating of food.

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:

General Safety:

The entrance door to the service is secured with manual locking system and it is proposed that this will be locked at all times while children are in attendance to ensure no unauthorised persons can gain access or children cannot exit unsupervised. Secure storage units have been identified for storage of hazardous materials such as cleaning products out of reach of children.

Infection control:

The service has an infection prevention and control policy in place. Warm water, liquid soap and paper hand towels were available to support hygienic handwashing in the sanitary accommodation.

The service, materials and equipment were well maintained and clean. There was a cleaning schedule in place which detailed the frequency and method of cleaning of toys, equipment, fixtures, fittings, and surfaces.

Safe Sleep:

The registered provider has ensured that an adequate safe sleep policy is in place. Staff are familiar with safe sleep guidelines.

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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

Requirement met:

- (1) Three staff members currently trained as First Aid Responders (FAR) will be available to the children.
- (2)(a)(b) A suitable and fully equipped first aid box was available on the premises and stored in an easily accessed central location.

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:

- (1)(a) Records are available for recording of fire drills and the registered provider was familiar with the requirement to carry out monthly fire drills.
- (b) A record of firefighting equipment was available for inspection; maintenance was last completed in March 2025. The smoke alarm system was serviced after inspection and submitted to the Early Years Inspectorate, the maintenance was completed on 20 October 2025.
- (4) A notice of procedures to be followed in the event of a fire is displayed in the room and the fire assembly point had been identified.

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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 service demonstrated insurance cover for a Full Day Care for 35 children. The insurance policy commenced 28 March 2025 and will expire 27 March 2026. It was amended 14 August 2025 to include this proposed service operating from an additional location at the above-named address.

This services registration is contingent upon the registered provider ensuring the service is adequately insured for the number of children attending at any one time.

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) The proposed premises is a single storey community building. The registered provider confirmed that they were not aware of any structural defects.

(b) The premises was safe and secure. The access points were kept secured to prevent unauthorised access. The outdoor area was enclosed and gated.

(c) The room was well lit by natural light. The windows were openable to allow for natural ventilation. Lighting was supplemented by artificial light. The premises has an oil-based heating system which is thermostatically controlled in the room used by the proposed early years service.

(d) The room, fixtures and fittings were clean, well maintained and in a good state of repair. There were cleaning schedules in place for the service.

(e) The service has allocated an accessible toilet for use by children attending the service. This consisted of one wash hand basin, one toilet and one nappy changing unit. Additional sanitary accommodation was available on the premises for use by staff members.

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.
- (5) A registered provider of a temporary pre-school service shall ensure that a minimum of 2 square metres of clear floor space is available for each child attending the service.

Requirement met:

(1) The proposed early years room provides adequate clear floor space for the proposed numbers of children.

(2)(5) There is 31.8m² of clear floor space in the early years room for use by children attending this service on a temporary full day care basis.