

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Tusla I.D:	TU2015MH131							
Name of Service	Oak Childcare Ltd							
Address of Service:	Cockhill Road, Stamullen, Co. Meath. K32 H798							
Email Address:	suzanne@oakchildcare.ie							
Name of Registered Provider:	Suzanne Caldwell							
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 59 children (existing rooms)							
Proposed Number of Children:	59							
Recommended Change Following Inspection:	Based on the space available as outlined under Regulation 30, the number of children that can be accommodated is 59 children attending on a sessional basis, or 54 children attending on a part-time or full-time basis.							
Registered change:	Change in number of children that can be accommodated from 54 to 59 (Max 54 Full Day/Part Time)							
Date of Inspection:	2	9	0	7	2	0	2	6
Inspection undertaken by:	S Mc Kenna							
Title:	Early Years Inspector							
Tusla Early Years Inspectorate Address:	Early Years Inspectorate, Hampton Court, Cootehill Road, Drumalee, Co Cavan. H12 YY84							
Rationale for Inspection:								
Proposed Change of Circumstance								

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



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

Registration Status:	Registered Full Day / Part Time / Sessional Service for 59 Children (Max 54 FDC/PT)
Date of Registration	10th August 2026

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	Oak Childcare is a privately owned service, operated since 2007, and under new ownership since 2024. The service is currently registered to provide full-day, part-time, sessional care to a maximum of 54 children aged 0 to 6 years. The service is registered to operate from 7.30 am to 5.30 pm and participates in the Early Childhood Care and Education Programme (ECCE). A school age service is also operated on site.
Premises	The building is a residential converted property consisting of 3 care rooms in the main building. Room 1 is proposed to cater for preschool children aged 3 to 6 years, on a sessional, part-time or full day care basis. Room 2 is proposed to cater for children aged 3 to 6 years on a sessional or part-time basis and is to be used by school-age children in the afternoon. Room 3 is proposed to cater for 2 to 3 year olds on a sessional, part-time, and full-day care basis. Room 4, which is a separate building located in the outdoor area, is proposed to cater for children aged 3 to 6 years on a sessional or part-time basis and used by school-aged care in the afternoons. The service also has a kitchen, sanitary facilities, staff room, office, storage, and laundry rooms.
Staffing	The service employs 13 staff, including the registered provider, 11 childcare staff and a cook.
Methodology	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. 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.
Acknowledgements	The Inspector wishes to acknowledge the cooperation of the registered provider, person in charge, staff and children who were present on the day of the inspection.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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 service manager, 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.

(1) 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

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

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	A total of 8 sleep mats is provided for children aged over 2 years to sleep on. The beds are stored in a storeroom and are set up in Room 3 after dinner for children to sleep. Individual bed linen is supplied by the service. There are cosy areas in each of the care rooms to include a variety of soft mats and cushions. (3) (a) There is a total of 3 outdoor play areas provided, located at the rear of the premises which are surrounded by fencing, walls and secure gates. The areas had a variety of ground surfacing to include soft matting and artificial grass. Sections of the outdoor areas are covered, allowing play in inclement weather conditions. The staff in Room 1 and Room 2 advised that they operate a free flow system in their care rooms between the indoor environment and outdoor environment all year round. A large variety of play equipment and materials were provided for children's use, for example: rocking toys, climbing structures, slides, sensory play trays, play kitchens, creative areas and ride-on toys.
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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 provides all breakfasts, snacks and meals to the children in attendance. The exception to this is during term time ECCE hours where children take in their own snack from home. The cook prepares and cooks all snacks and hot meals on a daily basis. A fridge is available in the kitchen and in each of the care rooms for the storage of perishable food items. A 4-week menu plan was available and is displayed for parents' attention, which demonstrated a variety of hot meal options that were adequate, suitable and nutritious for children. The children will have access to potable drinking water throughout the day.
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TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

The cook advised the inspector that additional food items are available in the kitchen should a child have insufficient amounts of their age and the time spent in the service on a particular day. Where children have specific dietary requirements and/or allergies, the cook explained how they cater for and provided for any request from parents regarding allergies or dietary requirements.

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 front entrance door into the service is secured by a locked door with keys accessible to staff only. The gate at the side of the premises where parents can come to leave or collect their children from staff is a locked gate with keys accessible to adults only. This prevents children from exiting the service unsupervised and restricts unauthorised access.
- The emergency exit doors were unobstructed throughout the inspection.
- There is 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.
- Cleaning schedules were available for the service. Cleaning materials were stored out of reach of children.
- Risk assessment records are in place.
- Fire exits remained free from obstruction. The designated fire assembly point, confirmed by the registered provider, is located to the front of the premises.

Requirement not met:

The warm water in the wash hand basins in the sanitary areas and care rooms was not thermostatically controlled and maintained at 43°C or below. Temperatures recorded varied between 41.6 – 43.4 °C.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Response from Provider:	Plumber was contacted immediately and the thermostat was replaced and set to 43°C. Daily risk assessments updated to include water temperature checks. Thermometers purchased to ensure this can be carried out.
Summary Comment:	This requirement is now met. The response from the registered provider and supporting documentation submitted has adequately addressed the requirement not met in Regulation 23.

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 8 adults with up-to-date First Aid Responder (FAR) training employed to work in the service. (2) (a) (b) Adequately stocked first aid boxes were provided in each of the care rooms and are available 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 partially met. (1) (a) The registered provider demonstrated that a template to record fire drills is available, and fire drills were conducted monthly. The most recent fire drill was recorded on 24 July 2026.
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TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	(b) There is a record available relating to the number and type of firefighting equipment. The most recent service of the firefighting equipment was carried out on 06 October 2025. (4) The procedures to be followed in the event of a fire were displayed throughout the service.
Requirement not met:	(1) (b) The maintenance records for the smoke alarms indicated that they were last serviced in November 2024, and not annually as required by fire safety best practice.
Response from Provider:	Fire Safety Services were contacted immediately and were on site on 31/08. Fire alarm and smoke alarm checked. Fire Safety Services will inspect quarterly as per the certificate submitted.
Summary Comment:	This requirement is now met. The response from the registered provider and supporting documentation submitted has adequately addressed the requirement not met in Regulation 26 (1) (b).

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 currently in place for 54 children attending on a full day care basis. An insurance quote was provided, which covers a maximum of 59 preschool children in attendance on a full-day care basis. The registered provider must ensure that adequate insurance is in place before the commencement of the change. The change approval is contingent on the registered provider's compliance with Regulation 28.
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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,*

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

- (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 is adequately lit and heated. The lighting is provided by a mixture of natural light leading from windows, which were supplemented with fluorescent ceiling lights which were fitted with protective covers. The service is heated by oil central heating. The care rooms were maintained between the recommended temperatures of 18 - 22°C. The care rooms and sanitary areas are ventilated by openable windows. (d) Cleaning schedules were available and in place. (e) The children's sanitary facilities in the service were equipped with a total of 5 toilets and 5 wash hand basins, and 2 nappy changing units with 1 wash hand basin. There were 3 toilets available for the adults.
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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.
- (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:	The requirement has been met. (1) Adequate clear floor space has been provided for the work, play and movement of children within the four preschool care rooms. (4) The following floor space is available
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TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

- The proposed Room 1 is 50.4m².
- The proposed Room 2 is 24m².
- The proposed Room 3 is 20.7m².
- The proposed Room 4 is 33.2m².