

Early Years Inspectorate Regulatory Report

Pre School

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| TUSLA Identifier: | TU2015CC169 | | | |
| Name of Service: | Goleen Community Playgroup CLG | | | |
| Address of Service: | Calnan Park, Goleen, Goleen, Co. Cork | | | |
| Eircode: | P81 KV22 | | | |
| Name of Registered Provider: | Judi-Ann Riley | | | |
| Service type: | Sessional | | | |
| Date(s) of Inspection: | 20/05/2025 | | | |
| No of pre-school children: | AM | 10 | PM | n/a |
| Address of the Early Years Inspectorate: | Early Years Department, Child & Family Agency, Hospital Grounds, Coolnagarrane, Skibbereen, Co Cork P81 PD78 | | | |
| Inspection undertaken by: | M. O Reilly | | | |
| Title: | Early Years Inspector | | | |
| Authority to Inspect | | | | |
| The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(J) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013). | | | | |
| Conditions if applicable | N/A | | | |

Description of service

Goleen Community Playgroup CLG is a community-based service, that is registered to provide a sessional service to accommodate children aged 2 to 6 years. The service currently caters for children from the age of 2 years 6 months to 6 years and for children attending the Early Childhood Care and Education (ECCE) Scheme. Daily opening hours are from 09:30 to 12:30 hours each day Monday to Friday. A school aged care service is in operation each afternoon. The service operates from a single storey, detached, purpose-built property which is situated within the centre of the rural village of Goleen, Co Cork. The service has an entrance hall, spacious playroom, a kitchen/storeroom and toilet facilities. The service has access to an outdoor area beside the service. There were adequate designated number of children's toilets and a nappy changing facility. The adults have access to a staff toilet within the premise. There is a public car park nearby that allows for the safe arrival and departure of children and parents from the service.

Staffing

There were 2 staff employed to work directly with the early years children including the named registered provider/the person in charge in the service. The staff who work directly with the early years children all hold a recognised qualification in Early Childhood Care and Education.

Methodology

Tusla's Early Years Inspectorate is the independent statutory regulator of early years services in Ireland. The Child Care Act 1991 (Early Years Services) Regulations 2016 define the duty of a registered provider to ensure the safety and well-being of children and to comply with these regulations. This Act also gives Tusla the authority to assess compliance with the regulations. The purpose of regulation in relation to early years services is to ensure that the care, safety, and well-being of children attending such services is upheld. Inspections of early years services are planned based on the following:

- Previous inspection history
- Any information received in relation to the service

The findings on inspection are based on:

- Information obtained through examination of documentation
- Direct observation
- Discussion with relevant staff

This inspection was unannounced and focused on an examination of compliance under regulations 9, 11, 15, 16, 19, 22, 23, 25, 26, 28 however, on inspection additional non-compliance which posed a risk was identified under Regulation 8. These findings are outlined within the relevant regulation within this report.

Inspection findings are documented in the inspection report which is first issued in draft format to the service with an opportunity to respond to any findings. Where statutory requirements are identified as not being met, the registered provider must demonstrate how they have rectified the non-compliance and will prevent any non-compliance from re occurring. The Corrective Action and Preventive Action plan (CAPA) will be used to inform decisions about compliance with regulatory requirements. Where the registered provider fails to meet the statutory requirements an escalation process may be commenced.

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.

Additional Information

Following the inspection the service was referred, as the service was found operating outside of registration status (SOORS) without the authority to do so. There was a different named person in charge of the service on day of inspection. The service had not informed Tusla of the change in the named person in charge of the service.

Acknowledgments

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.

Part II - Registration and Register

Regulation 8 - Notification of change in circumstances

(1) A registered provider of a pre-school service other than a temporary pre-school service shall, subject to paragraph (3), notify the Agency in writing of any proposed change in the details in relation to the pre-school service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2) at least 60 days before it is proposed that the change would take effect.

(3) Where a registered provider has been unable for good and proper reason to notify the Agency within the time specified in paragraph (1) or (2), as the case may be, of a change in the details in relation to the pre-school service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2), the registered provider shall notify the Agency in writing of the change as soon as possible thereafter.

Non-Compliance Information

(1). (3)

The registered provider had not informed the Agency in writing that the service was operating outside of the current registration status. On inspection, it was found:

- The person in charge on day of inspection was a different person to the named person in charge on the service registration details.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

In the corrective and preventative response (CAPA) received from the registered provider/person in charge the following was stated:

(1)(3) The registered provide/person in charge completed the required record and forward to the registration office stating that the registered provider is also the named person in charge of the service.

Supporting documentation submitted

A copy of the correspondence from the registration office approving of the change in registration status was forwarded to the Inspectorate and deemed satisfactory

Summary Comment

The response and evidence submitted by the service was assessed and deemed to meet the regulatory requirement of this regulation.

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,
- (b) at all times during the period when the pre-school service is being carried on, the designated person in charge or the named person referred to in subparagraph (a) is on the premises, and

(2) A registered provider shall ensure that each employee, unpaid worker and contractor is suitable and competent taking into consideration the nature of the needs of children, including by-

- (a) consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,
- (b) consideration of references from reputable sources in the case of a person who has no past employers,
- (c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and
- (d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.

(4) A registered provider shall ensure that, without prejudice to the generality of paragraph (2) and subject to paragraphs (5) and (6), each employee working directly with children attending the service holds at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

Compliance Information

- (1)
- (a) There was a registered provider/person in charge and a person available to deputise as required.
 - (b) The person in charge was present on the premises on day of the inspection.
- (2) Documentation was assessed in relation to the requirements of Regulation 9 for two staff members. The following records were available on site:
- (a) Of the required 4 references, the 4 references on file were from previous employers.
 - (b) Not applicable, as no reference was from another source other than a previous employer.
 - (c) A Garda vetting disclosure was available on file in respect of the 2 adults. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) A police vetting record was on file for the one staff member who had resided outside the jurisdiction for a period of longer than 6 consecutive months.

(4)

There was evidence that one staff member had attained a major award in Early Childhood Care and Education on the National Framework for Qualifications.

Non-Compliance Information

(2)

(a)+(b) There were no record of validation on file on the two references available for one staff member.

(d) There was insufficient evidence on file in the service on day of inspection, to confirm, that one of the adults had attained a major award in Early Childhood Care and Education on the National Framework for Qualifications.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

In the corrective and preventative response (CAPA) received from the registered provider/person in charge the following was stated

(2)

(a)(b)

Evidence forwarded to the early years inspectorate confirmed that the two references for one staff member were validated.

(d)

Evidence forward to the early years inspectorate confirmed that the staff member had attained an award in Early Childhood Care and Education.

Supporting documentation submitted

(2)

(a)(b) Written evidence confirmed that the two references for one staff member were validated.

(d) A copy of the Quality and Qualification Award in Early Childhood Care and Education for one staff member

Summary Comment

The response and evidence submitted by the registered provider/person in charge was reviewed and deemed to meet the regulatory requirement of this regulation.

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.

(2) Subject to paragraphs (4) and (5), a registered provider of a full day care service or a part-time day care service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 1 of Schedule 6 opposite a particular reference number specified 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.

Compliance Information

(1)
The registered provider/person in charge ensured that there were an adequate number of adults working directly with the children in on day of the inspection.

(2)
During the period of inspection, the ratio of staff to children was maintained as per the regulations and an adequate number of adults were working directly with the children.

There were 10 children present in the morning with 2 adults in attendance at all times.

The adult child ratio was correct on day of inspection

Part IV – Information and Records

Regulation 15 – Record of pre-school child

(1) A registered provider of a pre-school service other than a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that a record in writing is kept in respect of each pre-school child attending the service containing the following particulars:

- (a) the name and date of birth of the child;*
- (b) the date on which the child first attended the service;*
- (c) the date on which the child ceased to attend the service;*
- (d) the name and address of a parent or guardian of the child and a telephone number where that parent or guardian or a relative or friend of the child can be contacted during the hours of operation of the service;*
- (e) authorisation for the collection of the child;*

- (f) details of any illness, disability, allergy or special need of the child, together with all the information relevant to the provision of special care or attention;*
- (g) the name and telephone number of the child's registered medical practitioner;*
- (h) record of immunisations, if any, received by the child;*
- (i) written parental consent for appropriate medical treatment of the child in the event of an emergency.*

Compliance Information

(1)(a) to (i)

A sample of 10 of the children's registration forms were reviewed and found to contain all of the elements of information as required by Regulation 15(1) (a) to (i) inclusive.

Part IV – Information and Records

Regulation 16 – Record in relation to pre-school service

(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:

- (h) details of attendance by each pre-school child on a daily basis;*
- (i) details of staff rosters on a daily basis;*
- (k) details of any accident, injury or incident involving a pre-school child attending the service.*

Compliance Information

- (1)
- (h) A written record of the attendance of each child on a daily basis that included the arrival and departure time from the service was recorded and maintained in the service.
- (i) A weekly staff roster was maintained in the service. The staff roster indicated the names of the staff, the arrival and departure times each day.
- (k) There was a hard copy Accident and Incident record book in the service. The Accident and Incident template included once signed, a duplicate copy of each accident and incident record for the parent /guardian.

Part V - Care of Child in Pre-school Service

Regulation 19 - Health, welfare and development of child

(1) A registered provider shall, in providing a pre-school service, ensure that-

(a) each child's learning, development and well-being is facilitated within the daily life of the pre-school service through the provision of the appropriate activities, interaction, materials and equipment, having regard to the age and stage of development of the child, and

Compliance Information

Basic Needs

- The service promoted healthy eating and the food provided by the parents and guardians for the mid-morning snack was observed to be healthy and nutritious. The children had access to their own water bottles so that they could help themselves to drinks when they were thirsty. The children were given sufficient time to sit and eat their snacks in an unhurried manner.
- The staff members were observed to assist where required each of the children when hand washing and hand drying, and the children were supported and encouraged prior to eating and post toileting.
- Staff were observed to interact in a caring manner with the children building their confidence and communication skills within the setting.
- During observed tabletop activities, the children were supported and encouraged by the staff, who acknowledged their efforts and achievements.

Physical and Material Environment

- The spacious care room afforded children the ability to move freely, as they participated in various activities, such as tabletop activities for example arts and crafts and colouring.
- The playroom was adequately resourced with a variety of play materials that were accessible to the children on low level shelving units, providing the children with choice in their chosen activities.
- Tabletop play materials included, peg boards, threading and lacing, small construction and jigsaws so that the children could practice fine motor skill and pincer movements.
- There were imaginative play areas, such as well-equipped play kitchen, dolls, buggies, a construction table and construction blocks.
- The playroom had a designated soft seating area for children to rest and relax as required. The room was furnished with sufficient child sized tables and chairs.

- The children had access to a spacious and secured outdoor canopied area so that they could enjoy sensory water and sand play during all weathers.
- There was an outdoor play area provided beside the premise. The outdoor play area had an all-weather surface. A number of resources providing opportunities for practicing gross motor skills such as kicking, throwing were available in the outdoor play area from resources including a metal bar climbing frame, see saws, balance beam, balls and hoops and hopscotch tiles were in place. The children were observed playing outdoors on day of inspection.

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.

Compliance Information

- The children’s parents and guardians provided all food items, and the children had their own water bottle.
- Healthy, nutritious lunches were observed being eaten at the mid-morning snack such as sandwiches, rice cakes, rolls, yogurts, a selection of fruits and chopped and diced vegetables.

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.

Compliance Information

General Safety:

- On the inspector’s arrival at the service, the bell operated main entrance door was found to have been secured and was maintained secure when not in use.
- There were no cleaning agents accessible to the children.
- The first aid box was appropriately stored and inaccessible to children.
- Emergency fire exit doors were unobstructed.

Infection Control:

- There was liquid soap and paper towels in the children’s toilets and nappy changing facilities.

- Handwashing by the children was observed before mid-morning snack and after toileting.
- Tables were observed to be sanitised after snack time.
- The children's coats and bags were appropriately stored on wall hooks, above floor level.

Non-Compliance Information

General Safety

The following increased the potential safety risks to the children while attending the service:

1. The children had access to beaded cords, 10cm in length, that attached one vertical window blind to another. The beaded cords were lying on the windowsills which were located at child height in the playroom. Due to potential safety risks associated with cords, children should have no access to cords in early years services.
2. While the door between the playroom and the service kitchen/storeroom had a lock at adult height, the door was fixed open throughout the inspection. The following were potential safety hazards in the kitchen/storeroom that the children had access to if they entered the room: a laptop with electrical cords attached, a cup of tea, an electric operated kettle that was turned on during inspection.
3. The outdoor play area was not adequately secured when the children were playing outdoors to prevent unauthorised access to the service as the spring locks on the two gates were located at adult height and were easily accessible and easily openable. On day of inspection, one of the spring locks was bound broken on one of the gates.

Infection Control:

The following practises increased the potential risk of cross infection in the service.

4. While there was a refrigerator in the staff kitchen it was observed that the perishable foods provided by the parents/guardians for the children's mid-morning snack were not refrigerated.

This issue was identified as non-compliant on the last inspection dated 4 October 2022 following which the registered provider/person in charge gave assurances that it would be addressed however, this did not prevent a reoccurrence of this non-compliance.

5. There was no thermostatically controlled hot water in the wash hand basins in the children's toilets and nappy changing facility in the service. This would impede effective hand washing, increasing the risk of cross infection.
6. It was observed that the staff member did not wear a disposable apron while nappy changing.

This issue was identified as non-compliant on the last inspection dated 4 October 2022 following which the registered provider/person in charge gave assurances that it would be addressed however, this did not prevent a reoccurrence of this non-compliance.

7. It was observed that staff did not ensure that the children's hands were washed and dried after nappy changing.

8. On day of inspection, it was observed that the refuse bin for used nappies was not lined, and the lid was fixed open at all times during the inspection, increasing the potential risk of cross infection.
9. There was only one lidded pedal operated bin in the children's toilets that was used for used nappies and for the disposal of the paper towels after the children handwashing. To reduce the risk of cross infection and that children have no access to the refuse bin for used nappies. A separate lidded pedal operated bin is required in the children's toilet area for the disposal of paper towels after hand washing.

Action submitted by the Registered Provider

Corrective and Preventive Action:

In the corrective and preventative response (CAPA) received from the registered provider/person in charge the following was stated:

General Safety:

1. All the beaded cords at the end of the vertical blinds located at each of the window sills in the playroom have now been removed.
2. The door between the playroom and the service kitchen/storeroom is now closed at all times while the service is in operation.
3. The outdoor play area is now adequately secured when the children are playing outdoors as a chain with a pad lock has been placed on the two gates securing the outdoor play area when the children are playing outdoors. A new spring lock was purchased to replace the spring lock that was found broken on the gate in the outdoor play area on day of inspection. The service is awaiting a man to do this maintenance work.

Infection Control:

4. All perishable foods are now refrigerated and the registered provider/person in charge will ensure this takes place.
5. The registered provider/person in charge stated it is her duty to switch on the water daily to ensure there is thermostatically controlled hot water in the wash hand basins in the children's toilets and nappy changing facility in the service during the hours of operation.
6. The registered provider/person in charge stated, going forward, staff will wear a single use disposable apron for each nappy change in the service.
7. The registered provider/person in charge stated that the staff member and herself will ensure that the children's hands are washed and dried after nappy changing.
8. The registered provider/person in charge stated, the refuse bin for used nappies will be a pedal operated lined bin and the lid of the bin will be closed at all times.

9. A separate lidded pedal operated bin is now in place in the children's toilet area for the disposal of paper towels after hand washing.

Supporting documentation submitted

General Safety:

1. Photographic evidence of the lower section of the vertical blinds with the beaded cords removed was forwarded to the Inspectorate.
2. Photographic evidence of the door closed between the playroom and the service kitchen/storeroom was forwarded to the Inspectorate.
3. Photographic evidence of the chain with the padlock on one of the gates in the outdoor play area was forwarded to the Inspectorate.

Infection Control:

4. The statement from the registered provider is accepted as evidence.
5. The statement from the registered provider is accepted as evidence.
6. Photographic evidence of a staff member wearing a disposable apron while nappy changing was forwarded to the Inspectorate.
7. The statement from the registered provider is accepted as evidence.
8. Photographic evidence of the closed, lidded and lined pedal operated bin for the storage of used nappies was forwarded to the Inspectorate.
9. Photographic evidence of the separate lidded pedal operated bin in place in the children's toilet area for the disposal of paper towels was forwarded to the Inspectorate.

Summary Comment

The responses and evidence submitted by the registered provider was reviewed and deemed to meet the regulatory requirements of issues 1. 2. 4. 5. 6. 7. 8. 9.

Issue 3. A new spring lock is required for one of the gates in the outdoor play area. While the registered provider stated that they had purchased a new spring lock, the service is awaiting a man to do this repair work.

This issue remains outstanding and will be reviewed on the next inspection.

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.

Compliance Information

(1) The registered provider did ensure that there were staff available at all times with appropriate first aid responder (FAR) training. The FAR certification on file indicated that one staff member held a current up to date training.

(2)

(a) The first aid box was safely stored out of children's reach in the service. The first aid box was stored in an easily accessible and conspicuous position on the premises.

(b) The fully equipped first aid box was available at all times to adults if in the event that a child may require treatment.

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.

Compliance Information

- (1)
- (b) A record of the number, type and maintenance record of firefighting equipment was maintained. It was recorded that the fire equipment was last serviced, and the emergency fire alarm system was last tested and serviced on the 02 August 2024.
- (4)
- The fire evacuation procedure for the service which contained details in relation to the procedure to be followed in the event of a fire was displayed in the service.

Non-Compliance Information

- (1)(a)
- There was a fire drill record template in the service. The records showed that monthly fire drill records did not take place in the service. The last fire drill that took place in the service was dated the 7 December 2024. This posed a safety risk to the children attending that the staff and children may not be clear in emergency fire evacuation procedures in the service.

Action submitted by the Registered Provider

Corrective & Preventive Action:

In the corrective and preventative response (CAPA) received from the registered provider/person in charge the following was stated:

Fire drills will be completed once a month and that since the inspection that the service had completed two fire drills in the service.

Supporting documentation submitted

Written evidence that two fire drills had taken place in the service

Summary Comment

The response and evidence submitted by the registered provider was reviewed and deemed to meet the regulatory requirement of this regulation.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

- The registered provider ensured the service was adequately insured, with insurance for a maximum of 22 children until 27/03/20256. The records detailed the category of service covered which was sessional, the name and address of the premises and details regarding public liability cover, fire, theft, buildings, and outings cover.