

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015CC189
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Name of Service:	Jack and Jill Childcare Centre Ltd
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Address of Service:	Avoncore, Midleton, Co Cork
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Eircode:	P25 T997
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Name of Registered Provider:	Cathy O'Driscoll
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Service type:	Sessional
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Date of Inspection:	25/09/2025
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No of pre-school children:	AM	15	PM	6
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Address of the Early Years Inspectorate:	Tusla Early Years Inspectorate, 13 Market Square, Mallow, Co Cork, P51 DD5Y
Inspection undertaken by:	N O'Donoghue
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
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Description of service

Jack and Jill Childcare Centre Ltd is a registered community based early years service in operation since 2002. This service is registered to cater for children from 2 - 6 years offering a sessional service to the children attending the Early Childhood Care and Education (ECCE) scheme.

Jack and Jill Childcare Centre Ltd operates from a detached single storey premise with one care room in operation. The children have access to a designated secure outdoor play area located beside the care room. The service is located in an urban area in the outskirts of Midleton, Co Cork.

Staffing

There are nine adults attached to the service. Of these nine adults, seven work directly with the children. The registered provider does not work directly with the children. The service is in the process of completing a change in circumstance in relation to the registered provider. There is one cleaner attached to the service.

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 the area of governance/ health, welfare and development of child/ safety/ premises and facilities. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9, 11, 15, 19, 20, 23 and 28; however, on inspection additional non-compliance which posed a risk was identified under Regulation 29. These findings are outlined within the relevant regulations 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.

Acknowledgments

The inspector wishes to acknowledge the cooperation of the person in charge, deputy person in charge, early years educators 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.

Non-Compliance Information

On the day of inspection, it was identified that the service was operating at different hours as registered. The service is registered to operate from 9.00am to 12.00pm and 1.00pm to 4.00pm, however, the service is operating

from 9.00am to 12.00pm and 12.30pm to 4.00pm. The inspector explained that a Change in Circumstance must be applied for to the Early Years Inspectorate to address the change in session hours.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The registered provider will complete the change in circumstance once a change of registered provider is completed.

Supporting documentation submitted

The proposed change in circumstance form was submitted to the Early Years Inspectorate in relation to the registered provider.

Summary Comment

The non-compliance in Regulation 8 (1) remains outstanding and will be reviewed on next inspection.

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*
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.*

(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) The service had a designated person in charge and deputy person in charge on the premises on the day of inspection. In the event the person or deputy person in charge were not on the premises a named person able to deputise was available.
 - (b) A person in charge or named deputy person in charge were on the premises at all times during the operation of the service.
 - (c) There was a clearly identified management structure in the service. This included person in charge, deputy person in charge, and early years educators.
- (2) There were nine staff attached to the service; all nine staff files were open to inspection.
- (a) Of the 18 references required, 12 validated references were available from past employers.
 - (b) Of the 18 references required, 6 validated references were available from a source other than a past employer.
 - (c) Garda vetting disclosures had been obtained for nine staff. However, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under Regulation 23 of this report.
 - (d) Police vetting was deemed to be required for three of the nine adults attached to the service and copies of the relevant documents were maintained on file.
- (4) All seven staff working directly with children held relevant qualifications in Early Childhood Care and Education at least at Level 5 on the National Framework of Qualifications or a qualification deemed by the Minister to be equivalent.

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.

(3) Subject to paragraph (5), a registered provider of a sessional pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 2 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) therefore at that reference number is satisfied.

Compliance Information

(1) The registered provider ensured that there were an adequate number of adults working directly with the children.

(3) On the day of inspection, the adult to child ratios were in adherence to the requirements of the regulation.

- In the Preschool room in the morning, there was 4 staff working with 15 children aged between 2 years and 8 months and 4 years, all attending sessional care.
- In the Preschool room in the afternoon, there was 5 staff working with 6 children aged between 3 years and 4 years, all attending sessional care.

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) Children's enrolment forms were assessed for eight of the children registered as attending the service. The records inspected had the detail required as listed from (a) to (i).

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

1(a) On the day of inspection, the following information was obtained through:

- Direct observation and discussion with staff
- Examination of relevant documentation.

Basic needs:

- Children were encouraged in developing their independence skills such as putting on their own coat and zipping it up. Staff were available to support children if required.
- Staff encouraged children to express their emotions freely and supported them to express them in a safe manner.
- There was a rest area in Preschool room which consisted of a sponge couch and story books were available. Children were freely accessing this area and would read story books to their peers.
- Parents/guardians provided a mid-morning snack which consisted of sandwiches, fruit and yoghurts.
- The layout of the room allowed for children to move freely around and choose whichever activity or toys they wanted. There were tabletop activities available to the children which included puzzles, blocks and magnets. Children also had the option to choose their own play either indoors or outdoors. Children could freely move outdoors throughout the session.

- Children were encouraged to engage in a wide range of gross motor skills including jumping, running, bouncing and riding bikes.
- Fine motor skills were encouraged through puzzles, artwork and sorting activities.

Supporting relationships:

- Children were given opportunities to discuss their play time and activities they completed at 'Recall time', children listened to their friends and waited their turn.
- Staff spoke with children at their level, in a calm and relaxed tone. Staff encouraged children to use positive language among their peers especially around turn-taking.
- Children engaged in parallel play and were observed to check in on their friends and include them in play.
- Staff were observed meeting with parents at the end of the session, updating them on the activities of the day.
- Snack time was observed as a relaxed environment and staff sat with the children and spoke with them about their weekend activities.

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 19 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.

Compliance Information

(1) (a)

- The Preschool room in use on day of inspection was clean, organised and free of clutter to facilitate the children on that day.
- The outdoor area was accessible by the main room, with access to bikes, scooters, balls, tuff trays, sensory activities including a mud kitchen and sand-play area. It was secured by an iron fencing.

- There was an adequate number of toys available to the number of children attending the service on the day.
- The main room had an open shelving unit where children accessed toys such as tractors, dolls, magnets, puzzles and toy cars. There was also distinctive play areas identified around the room including a play kitchen unit, a construction table and unit for toy cars.
- Additional resources were available in the storage room adjacent to the main room.

(1) (b)

- The Preschool room had a rest area available to children which consisted of sponge couch and books, which were accessible for children to use when relaxing.

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:

- Cleaning materials were stored out of sight and reach of children.
- The outdoor area was secured to ensure no unsupervised exit of a child.
- Water temperatures were thermostatically controlled and did not exceed 43°C. Temperatures were measured between 26.2°C and 35.6°C.
- There were no blind cords in the Preschool room.
- Electrical cables were safely stored out of reach of children.

Infection control:

- Regular handwashing was observed throughout the day. Prior to mealtimes, after outdoor play and after toileting.
- Pedal operated bins were located throughout the service.
- Windows were opened for natural air ventilation.
- Staff cleaned the tables between activities and mealtimes.

Administration of medication:

- No administration of medication was observed on the day of inspection. Discussion with staff ensured staff were aware of the correct process for administering medication in the event it was required.

Fire safety:

- Fire exits were unobstructed and clearly identified in the service.
- Fire equipment was easily accessible in the service.

Non-Compliance Information

General safety:

Garda vetting was available for nine staff members. However, two vetting disclosures were not dated within the previous three years in adherence to the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

Action submitted by the Registered Provider

Corrective & Preventive Action

General safety:

The person in charge applied for garda vetting renewal for the two staff members attached to the service.

Supporting documentation submitted

General safety:

Garda vetting disclosures for the two staff members were submitted to the Early Years Inspectorate.

Summary Comment

All correspondence was examined. The non-compliance under Regulation 23 has been rectified, and the requirement has been met.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

A copy of the insurance certificate for the service was furnished to the inspector. The information provided on the insurance certificate included:

- The contact details for the insurance provider.
- The name and address of the service insured.
- The number of children covered by the insurance was 22 children.

- The categories of insurance cover for the service.

The expiry date of the current insurance cover was 27 March 2026.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

A registered provider shall ensure that the premises of the service are-

- (b) safe and secure,*
- (c) kept adequately lit, heated and ventilated*

Compliance Information

(b) The premises was secure and safe. The entrance to the service was adequately secured and prevented the unsupervised exit of a child or unauthorised entry of an adult. Regular risk assessments were conducted to ensure the premises remained safe and secure at all times.

Non-Compliance Information

(c) The service had one broken light in the main preschool room. This posed a safety risk to children and adults utilising the preschool room.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The registered provider purchased new bulbs for the light fixings in the main preschool room. This will be regularly checked by staff.

Supporting documentation submitted

Photographic evidence of the receipt of proof of purchase was submitted to the Early Years Inspectorate.

Summary Comment

All correspondence including photographic evidence was examined. The non-compliance has been rectified, and the requirement has been met.