

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015CC264
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Name of Service:	Mayfield Community Pre-School Ltd.
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Address of Service:	The Bungalow, Roseville House FRC Old Youghal Road, Mayfield, Co Cork
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Eircode:	T23 XF62
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Name of Registered Provider:	Helena Goggin
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Service type:	Sessional
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Date of Inspection:	13/05/2026
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No of pre-school children:	AM	11	PM	N/A
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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).

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Description of service

Mayfield Community Pre-School Ltd. is a registered community based early years sessional service in operation since 1983. This service is registered to cater for children from 2 to 6 years and for children attending the Early Childhood Care and Education (ECCE) scheme. The current opening hours are from 9am to 12pm each day Monday to Friday. Mayfield Community Pre-School Ltd. operates from a purpose-built ground floor detached facility located in Mayfield, Cork. There is one playroom with adequate children's and adult toilet facilities. The service has a designated outdoor play area located beside the building.

Staffing

There were four adults attached to the service on day of inspection. This included the registered provider who is not serviced based and the three staff working directly with the children.

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. The inspection may also focus on other areas as required.

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 -

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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, staff and children who were present on the day of the 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.*

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(3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.

(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 a 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) Through review of the staff rota 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 relief worker.

(2) Four adults were attached to the service; all four staff files were open to inspection.

(a) Of the eight references required, five validated references were from past employers.

(b) Of the eight references required, three validated references were from an alternative source other than a past employer.

(c) Garda vetting disclosures had been obtained for all adults. 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 the report.

(d) Police vetting was not deemed to be required for any of the four adults working in the service.

(3) The registered provider ensured to carry out all checks and validations mentioned in (9) (2) prior to the adults commencing in the service.

(4) The three adults working directly with the children held relevant qualifications in Early Childhood Care and Education.

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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.

(2) 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 2 staff working with 11 children aged between 3 and 5 years, all attending sessional care.

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:

- Children had access to a jug of water and cups at all times.
- 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.

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- The service provided all meals. Meals were served at adequate times throughout the day and mealtimes were observed not to be rushed. Children were offered a range of choices for the morning snack and afternoon snack. These included a selection of fruits, crackers and sandwich filling choices.
- The children were observed independently accessing the sanitary areas. The staff were available to provide assistance, if required. Children's clothes were changed when wet and dried in the service.

Supporting relationships:

- Staff spoke with children at their level, in a calm and relaxed tone. Children were at ease with staff and were comfortable in expressing their feelings and emotions to the staff members.
- Children engaged in parallel play and were observed to check in on their friends and include them in play.
- During mealtime staff sat at the table and engaged in social conversations with the children.
- Partnership with the parents was a predominant focus in the service. Staff engage with parents at collection and drop off.

Part V - Care of Child in Pre-school Service

Regulation 21 – Equipment and materials

A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.

Compliance Information

The service ensured there was adequate equipment available for the number of children attending the service. The service had additional toys and materials on the premises. It was observed on day of inspection that the service provides a number of sensory activities including water play, sand play and modelling dough.

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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:

- The internal and external doors of the service were secured and prevented children from exiting the premises and unauthorised persons accessing the service.
- Toys and equipment assessed appeared in good condition and well maintained.
- Blind cords were securely out of reach of children.
- The openable windows were out of reach of children.

Infection control:

- Windows were open which allowed for fresh air circulation.
- Perishable food was observed to be stored in the refrigerators.
- Water temperatures were recorded in the sanitary facility under 43°C.
- Staff were observed cleaning tables and chairs between activities.
- Foot operated bins were available in each room and sanitary facility.
- Children were observed washing their hands after activities, before mealtimes and after toileting.

Administration of medication:

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

Fire safety:

- Fire equipment was available which included fire extinguishers.
- Fire exits were clear of any obstruction and clearly identified.

Non-Compliance Information

General safety:

Garda vetting was available for one staff member. However, this vetting disclosure was not dated within the previous three years in adherence to with the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

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Action submitted by the Registered Provider

Corrective & Preventive Action

General safety:

Garda vetting for the one adult had been applied for. The service will ensure to regularly check staff files to ensure all documentation is up to date.

Supporting documentation submitted

General safety:

Evidence of the Garda vetting application was forwarded to the Early Years Inspectorate.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The noncompliance identified under Regulation 23 has been adequately addressed.

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.

Compliance Information

(1) The registered provider ensured that staff trained in First Aid Response (FAR) were at all times immediately available to the children. This was evident through the staff rota and staff sign in records.

Part VI - Safety

Regulation 27 – Supervision

A registered provider shall ensure that pre-school children attending the service are supervised at all times.

Compliance Information

It was evident throughout the day of inspection that children are supervised at all times, this was observed by staff engaging in supervision by sight and sound. Staff supported children when required. This was observed both indoors and outdoors.