

Tuarascáil Rialála na Cigireachta Luathbhlianta Réamhscoil

Aitheantóir TUSLA:	TU2015DL097
Ainm na Seirbhíse:	Naíonra Ghleann Cholmille
Seoladh na Seirbhíse:	Halla Mhuire, An Caiseal, Gleann Cholm Cille, Co. Dhún na nGall
Éirchód:	F94 NX3K
Ainm an tSoláthraí Cláraithe:	Ray Mac Pháidín
Cineál na seirbhíse:	Seisiúnach
Dáta(í) na Cigireachta:	09/06/2025
Líon na leanaí réamhscoile:	AM 9 PM -
Seoladh na Cigireachta Luathbhlianta:	Cigireacht Luathbhlianta Dhún na nGall Campas Naomh Conaill, Leitir Ceanainn, Co. Dhún na nGall chomh maith. F92 TD92
Cigireacht arna déanamh ag:	L Mc Glynn
Teideal:	Cigire Luathbhlianta

An tÚdarás chun Cigireacht a dhéanamh

Déanann Cigireacht Luathbhlianta Tusla cigireachtaí ar Sheirbhísí Luathbhlianta faoi Alt 58(J) den Acht um Chúram Leanaí 1991 (arna chur isteach ag Alt 92 den Acht fán nGníomhaireacht um Leanaí agus an Teaghlach, 2013).

Coinníollacha más infheidhme	Neamhbhainteach
------------------------------	-----------------

Tuarascáil Rialála na Cigireachta Luathbhlianta Réamhscoil

Cur síos ar an tseirbhís

Is seirbhís seisiúnach réamhscoile é Naíonra Ghleann Cholmille atá lonnaithe i sráidbhaile tuaithe Ghleann Cholm Cille in iarthar Dhún na nGall. Bíonn an tseirbhís ar fáil idir 9.30am agus 12.30pm gach lá oibre do leanaí idir 2-6 bliana d'aois. Oibríonn an tseirbhís ó sheomra ar leith atá suite ar chúl halla pobail ina bhfuil seomra cúraim amháin agus áiseanna sláintíochta in aice láimhe. Tá rochtain dhíreach ag an tseirbhís ar an limistéar súgartha pobail ag tosaigh na seirbhíse agus tá rochtain ag leanaí ar an halla mór i ndrochairsir.

Soláthar Foirne

Tá beirt bhall foirne ag obair sa tseirbhís faoi láthair. Níl an soláthraí cláraithe ar an áitreabh ar bhonn laethúil. Is é Comhar Naíonraí na Gaeltachta a chuireann rialachas agus maoirsiú na seirbhíse ar fáil.

Modheolaíocht

Is í Cigireacht Luathbhlianta Tusla an rialtóir reachtúil neamhspleách ar sheirbhísí luathbhlianta in Éirinn. Sainmhíníonn Rialacháin an Achta um Chúram Leanaí 1991 (Seirbhísí Luathbhlianta) 2016 dualgas soláthraí cláraithe sábháilteacht agus folláine leanaí a chinntiú agus na rialacháin seo a chomhlíonadh. Tugann an tAcht seo an t-údarás do Tusla measúnú a dhéanamh ar chomhlíonadh na rialachán. Is é cuspóir na rialála maidir le seirbhísí luathbhlianta ná a chinntiú go gcloítear le cúram, sábháilteacht agus folláine na leanaí a fhreastalaíonn ar na seirbhísí sin. Déantar cigireachtaí ar sheirbhísí luathbhlianta a phleanáil bunaithe ar an méid seo a leanas:

- Stair chigireachta roimhe seo
- Aon fhaisnéis a fhaightear maidir leis an tseirbhís

Tá torthaí na cigireachta bunaithe ar na nithe seo a leanas:

- Faisnéis a fhaightear trí dhoiciméadacht a scrúdú
- Breathnóireacht dhíreach
- Plé leis an bhfoireann ábhartha

Níor fógraíodh an chigireacht seo agus díríodh ar réimse an rialachais/ sláinte, leasa agus forbartha leanaí/ sábháilteachta. Féadfaidh an chigireacht díriú ar réimsí eile freisin de réir mar is gá.

Tuarascáil Rialála na Cigireachta Luathbhlianta Réamhscoil

Déantar torthaí na cigireachta a dhoiciméadú sa tuarascáil chigireachta a eisítear den chéad uair i ndrээчтfһormáid chuig an tseirbhís agus deis ann freagra a thabhairt ar aon torthaí. Nuair a shaináithnítear ceanglais reachtúla mar cheanglais nach bhfuil á gcomhlíonadh, ní mór don soláthraí cláraithe a léiriú conas a cheartaigh sé an neamhchomhlíonadh agus cuirfidh sé cosc ar aon neamhchomhlíonadh tarlú arís. Úsáidfean an Plean um Ghníomhaíocht Cheartaitheach agus um Ghníomhaíocht Choisctheach (CAPA) chun bonn eolais a chur faoi chinntí maidir le comhlíonadh na gceanglas rialála. Sa chás go dteipeann ar an soláthraí cláraithe na ceanglais reachtúla a chomhlíonadh, féadfar tús a chur le próiseas maidir le géarú.

Forchoimeádann an chigireacht an ceart chun eagarthóireacht a dhéanamh ar na freagraí a fhaightear ar chúiseanna lena n-áirítear soiléireacht, iomláine agus comhlíonadh na bpróiseas riaracháin agus dlíthiúil.

Is é an comhlacht cigireachta a thiomsaíonn ábhar na tuarascála.

Admhálacha

Is mian leis an gcigire aitheantas a thabhairt do chomhoibriú an duine atá i gceannas, na foirne agus na leanaí a bhí i láthair lá na cigireachta.

Cuid III – Bainistíocht agus Foireann

Rialachán 9 – Bainistíocht agus earcaíocht

(2) Cinnteoidh soláthraí cláraithe go mbeidh gach fostaí, oibrí gan phá agus conraitheoir oiriúnach agus inniúil agus cineál na riachtanas atá ag leanaí á chur i gcuntas, lena n-áirítear-

(a) breithniú ar theistiméireachtaí ó fhostóirí an duine san am a caitheadh, más ann, agus go háirithe ar theistiméireacht ón bhfostóir is déanaí, más ann,

(b) breithniú ar theistiméireachtaí ó fhoinsí iontaoifa i gcás duine nach raibh aon fhostóirí air nó uirthi san am a caitheadh,

(c) breithniú ar an nochtadh grinnfhiosrúcháin a fuarthas ó Bhiúró Náisiúnta Grinnfhiosrúcháin an Gharda Síochána de réir Acht 2012 i leith an duine, agus

(4) Cinnteoidh soláthraí cláraithe, gan dochar do ghinearáltacht mhír (2) agus faoi réir mhíreanna (5) agus (6), go sealbhaíonn gach fostaí a bhíonn ag obair go díreach le leanaí a fhreastalaíonn ar an tseirbhís mórdhámhachtain i

Tuarascáil Rialála na Cigireachta Luathbhlianta Réamhscoil

gCúram agus Oideachas Luath-óige ar Leibhéal 5 ar an gCreat Náisiúnta Cáilíochtaí nó cáilíocht a mheasfaidh an tAire a bheith coibhéiseach léi sin, ar a laghad.

Faisnéis maidir le comhlíonadh

2) Rinneadh athbhreithniú ar na comhaid grinnschrúdúcháin don bheirt bhaill foirne le linn na cigireachta seo agus fuarthas amach go raibh na nithe seo a leanas ag teacht le ceanglais an rialacháin.

(a) (b) Bhí dhá theistiméireacht ó iar-fhostóir ar chomhad do bhall foirne amháin.

(c) Fuarthas nochtuithe grinnfhiosrúcháin Garda i ndáil le gach ball foirne. Léirigh an tseirbhís freisin gur comhlíonadh an Fógra Rialála Cigireachta Luathbhlianta lena gceanglaítear ar sheirbhísí grinnfhiosrúcháin ón nGarda Síochána a athnuachan gach trí bliana.

(4) Bhí fianaise dheimhnithe ar íoscháilíocht de Leibhéal 5 de Dhearbhú Cáilíochta agus Cáilíochtaí Éireann (QQI) i gCúram agus Oideachas na Luath-Óige nó a chomhionann ar comhad don bheirt aosach.

Faisnéis maidir le Neamhchomhlíontacht

2) (a) Ní dhearna lucht bainistíochta an dá theistiméireacht ó fhostóirí roimhe seo a bhí ar chomhad do bhall foirne amháin a bhailíochtú.

Gníomh Ceartaitheach & Coisctheach curtha isteach ag an Soláthraí Cláráithe

Gníomhaíocht cheartaitheach agus choisctheach

(2) (a) Tá na tagairtí sínithe agus fíoraithe ag oifigeach forbartha CNNGT. Thug an t-oifigeach forbartha cuairteanna maoirseachta ar an scoil agus tá seiceáil déanta aige ar gach ceann de na comhaid i bhfillteáin na mball foirne lena chinntiú go bhfuil siad sínithe agus bailíochtú - leanfaidh sé seo ar aghaidh amach anseo.

Doiciméid tacaíochta curtha isteach

Cuireadh tagairtí isteach leis an bhfreagra ó CAPA.

Achomair

Tá an fhaisnéis athbhreithnithe agus glactha Tá aghaidh tugtha go leordhóthanach ar an neamhchomhlíontacht arna shainaithint faoi Rialachán 9 (2) (a).

Tuarascáil Rialála na Cigireachta Luathbhlianta Réamhscoil

Cuid III – Bainistíocht agus Foireann

Rialachán 11 - Leibhéal foirne

(1) Faoi réir an Rialacháin seo, áiritheoidh soláthraí cláraithe go mbeidh líon leordhóthanach daoine fásta i gcónaí ag obair go díreach leis na leanaí atá ag freastal ar an tseirbhís réamhscoile.

(3) Faoi réir mhír (5), cinnteoidh soláthraí cláraithe seirbhíse réamhscoile seisiúnach go gcomhlíonfar gach tráth an cóimheas íosta idir daoine fásta agus leanaí a shonraítear i gcolún (3) de Chuid 2 de Sceideal 6 os coinne uimhir thagartha áirithe a shonraítear i gcolún (1) den Chuid sin i leith raon aoise na leanaí a shonraítear i gcolún (2) dá bhrí sin ag an uimhir thagartha sin.

Faisnéis maidir le comhlíonadh

- (1) Bhí líon leordhóthanach daoine fásta ag obair go díreach leis na leanaí lá na cigireachta.
- (3) Coinníodh an cóimheas riachtanach idir daoine fásta agus leanaí i rith na cigireachta. Bhí beirt daoine fásta ag tabhairt aire do naonúr páistí idir 2 agus 5 bliana d'aois in aon seomra cúraim amháin. D'fhreastail na páistí uile ar an tseirbhís ar bhonn seisiúnach.

Cuid IV – Faisnéis agus Taifid

Rialachán 15 – Taifead ar leanbh réamhscoile

(1) Déanfaidh soláthraí cláraithe seirbhíse réamhscoile seachas seirbhís réamhscoile i lárionad buail isteach nó seirbhís réamhscoile shealadach a chinntiú go gcoimeádfar taifead i scríbhinn maidir le gach leanbh réamhscoile atá ag freastal ar an tseirbhís ina mbeidh na sonraí seo a leanas:

- a) ainm agus dáta breithe an linbh;
- (b) an dáta a d'fhreastail an leanbh ar an tseirbhís den chéad uair;
- c) an dáta a scoir an leanbh de bheith ag freastal ar an tseirbhís;
- (d) ainm agus seoladh tuismitheora nó caomhno'ra leis an leanbh agus uimhir theileafa' in lenar fe'idir dul i dteagmha'il leis an tuismitheoir nó leis an gcaomhno'ir sin nó le gaol nó le cara leis an leanbh le linn uaireanta oibríochta na seirbhíse;
- (e) údarú chun an leanbh a bhailiú;
- (f) mionsonraí aon bhreiteachta, aon mhí'chumais, aon aille'irge nó aon riachtanais speisialta ar an leanbh, mar aon leis an bhfaisne'is go le'ir is iomchuí' maidir le cú'ram nó aire speisialta a shola'thar;

Tuarascáil Rialála na Cigireachta Luathbhlianta Réamhscoil

(g) ainm agus uimhir theileafóin lia-chleachtóir cláraithe an linbh;

(h) taifead ar imdhíontaí, más ann, a fuair an leanbh;

(i) toiliú scríofa tuismitheora do chóireáil leighis chuí don leanbh i gcás éigeandála

(3) Beidh taifead i scríbhinn dá dtagraítear i mír (1) nó (2) ar fáil lena iniúchadh ar an áitreabh ag—

(c) duine údaraithe.

(4) Áiríteoidh soláthraí cláraithe go gcoimeádfar taifead i scríbhinn dá dtagraítear i mír (1) ar feadh tréimhse 2 bhliain ón dáta a scoirfidh an leanbh lena mbaineann sé de bheith ag freastal ar an tseirbhís.

Faisnéis maidir le comhlíontacht

(1) (a) go (i)

Rinneadh athbhreithniú ar gach ceann de na 10 dtaifead de na páistí a bhí cláraithe chun freastal ar an tseirbhís. Comhlánaíodh an fhaisnéis riachtanach go hiomlán do gach leanbh, lena n-áirítear an t-údarú chun an leanbh a bhailiú, sonraí faoi bhreiteacht nó riachtanais speisialta an linbh agus teagmhálaí éigeandála.

(3) (c)

Bhí na taifid i scríbhinn ar fáil lena n-iniúchadh.

(4)

Dheimhnigh an duine i gceannas gur coinníodh na taifid don tréimhse riachtanach mar a leagtar amach sna rialacháin.

Tuarascáil Rialála na Cigireachta Luathbhlianta Réamhscoil

Cuid V - Cúram Leanaí sa tSeirbhís Réamhscoile

Rialachán 21 – Trealamh agus ábhair

Áiritheoidh soláthraí cláraithe go bhfuil troscán, trealamh súgartha agus oibre agus ábhair leordhóthanacha agus oiriúnacha ar fáil ar áitreabh na seirbhíse réamhscoile.

Faisnéis maidir le comhlíonadh

Cuireadh boird agus cathaoireacha ar airde iomchuí do leanaí i gcoibhneas le haois agus le céim forbartha na leanaí ar fáil sa seomra cúraim le haghaidh gníomhaíochtaí lena n-áirítear obair bhoird, gníomhaíochtaí grúpa agus am béilí. Bhí suíocháin bhoga i bhfoirm tolg mór agus cúisíní scaipthe ar fáil do na páistí dá mba mhian leo scíth a ligean nó suí agus breathnú ar leabhar. Bhí rochtain ag na páistí ar réimse leathan trealaimh súgartha agus bréagán laistigh agus lasmuigh. Bhí ábhair nádúrtha ar nós craobhóga agus duilleoga ar taispeáint ar bhord dúlra íseal. Bhí lipéid ar an trealamh súgartha agus ar na bréagáin i nGaeilge agus stóráladh iad ag leibhéal ísle a lig do na páistí iad a fheiceáil agus a gcuid earraí súgartha ab fhearr leo a roghnú. Bhí líon mór gníomhaíochtaí boird ann, lena n-áirítear puzail, cláir bioráin, nascóirí maighnéadacha agus gníomhaíochtaí cruachta. Bhí bord mór gainimh le huirlisí plaisteacha ar fáil le haghaidh súgartha céadfach mar aon le tráidirí beaga gainimh intuaslachta a bhféadfaí imirt leo agus tú ina suí ag an mbord. Bhí réimse trealaimh súgartha don domhan beag ann, lena n-áirítear cistin súgartha dea-acmhainithe, gabhálaí cúraim bábóg agus leanaí agus ábhair ghléasaidh. Bhí acmhainní ealaíne cruthaitheacha ar nós péint, criáin, pinn luaidhe agus páipéar inrochtana ar thralaí íseal. I measc an trealaimh súgartha eile sa seomra bhí bréagáin tógála agus iompair, roinnt mhaith bloic phlaisteacha agus adhmaid agus tacar traenach adhmaid. Bhí úsáid ag an tseirbhís as an limistéar súgartha poiblí in aice le tosaigh na seirbhíse le haghaidh súgartha lasmuigh agus bhí úsáid aici as an halla mór i ndrochaimsir. Bhí rogha trealaimh spóirt agus trealaimh súgartha le húsáid sa halla, lena n-áirítear tarracóirí marcaíochta agus rothair chothromaíochta.

Tuarascáil Rialála na Cigireachta Luathbhlianta Réamhscoil

Cuid VI - Sábháilteacht

Rialachán 24 - Seiceáil isteach agus amach agus taifead láithreachta

(1) Áiritheoidh soláthraí cláraithe go ndéanfaidh fostaí nó oibrí neamhíoctha gach leanbh réamhscoile atá ag freastal ar an tseirbhís a chlárú isteach agus a chlárú amach as an tseirbhís.

(3) Cinnteoidh soláthraí cláraithe-

(a) nach mbeidh aon duine seachas—

(i) leanbh réamhscoile atá ag freastal ar an tseirbhís,

(ii) duine a fhágann nó a bhailíonn an leanbh sin,

(iii) fostaí, nó

(iv) oibrí neamhíoctha in ann dul isteach sna háitribh gan cead a bheith faighte aige nó aici dul isteach ag fostaí,

(b) go gcoimeádfar taifead laethúil i scríbhinn ar theacht isteach na ndaoine sin san áitreabh.

Faisnéis maidir le comhlíonadh

(1) Fuarthas go raibh baill foirne ag seiceáil na bpáistí isteach agus amach as an tseirbhís gach lá. Taifeadadh amanna cruinne láithreachta na bpáistí i leabhair thaifead lámhscríofa ag baill foirne ar lá na cigireachta agus chuir an duine i gceannas in iúl don chigire go n-úsáideann siad feidhmchlár digiteach freisin chun láithreachta na bpáistí a thaifeadadh.

3) (a) (b) Coinníodh taifead scríofa laethúil ar chuairoteoirí na seirbhíse agus iarradh ar an gcigire é a chomhlánú le linn na cigireachta.

Tuarascáil Rialála na Cigireachta Luathbhlianta Réamhscoil

Cuid VI - Sábháilteacht

Rialachán 27 – Maoirseacht

Cinnteoídh soláthraí cláraithe go ndéantar maoirseacht i gcónaí ar leanaí réamhscoile atá ag freastal ar an tseirbhís.

Faisnéis maidir le comhlíonadh

Rinne an fhoireann maoirseacht chuí ar na páistí den chuid is mó trí radharc le linn na cigireachta agus cloíodh leis na cóimheasa riachtanacha idir daoine fásta agus páistí sa tseirbhís. Nuair a bhí na páistí ag imirt sa halla mór, bhreathnaigh an fhoireann orthu de réir a radhairc agus chuir siad iad féin in áit straitéiseach le go bhfeicfidís iad. Bhí na páistí a bhí in ann an leithreas a úsáid go neamhspleách as radharc na foirne agus iad ag úsáid an leithreas ach d’fhan siad laistigh d’achar éisteachta dá mbeadh cabhair ag teastáil ón bhfoireann. Shuigh an bheirt bhall foirne leis na páistí le linn am sneaiceanna.

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DL097
--------------------------	-------------

Name of Service:	Naíonra Ghleann Cholmcille
-------------------------	----------------------------

Address of Service:	Hall Mhuire, An Caiseal, Gleann Cholm Cille, Co. Donegal
----------------------------	--

Eircode:	F94 NX3K
-----------------	----------

Name of Registered Provider:	Ray Mac Pháidín
-------------------------------------	-----------------

Service type:	Sessional
----------------------	-----------

Date(s) of Inspection:	09/06/2025
-------------------------------	------------

No of pre-school children:	AM	9	PM	-
-----------------------------------	----	---	----	---

Address of the Early Years Inspectorate:	Donegal Early Years Inspectorate, St. Conal's Campus, Letterkenny, Co. Donegal. F92 TD92
---	--

Inspection undertaken by:	L Mc Glynn
----------------------------------	------------

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	Not applicable
---------------------------------	----------------

Description of service

Naíonra Ghleann Cholmcille is a sessional preschool service located in the rural village of Glencolmcille in west Donegal. The service operates between the hours of 9.30am and 12.30pm each weekday for children aged 2-6 years. The service operates from a designated room located to the rear of a community hall with one care room and adjoining sanitary facilities. The service has direct access to the community play area at the front of the service and children have access to the main hall in inclement weather.

Staffing

There are two staff members working in the service. The registered provider is not on the premises on a daily basis. Governance and oversight of the service is provided by Comhar Naíonraí na Gaeltachta.

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-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

(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

(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

(2) The vetting files for both staff members were reviewed on this inspection and following was found to meet the requirements of the regulation.

(a) (b) There were two references from a past employer on file for one staff member.

(c) Garda vetting disclosures had been obtained for all staff. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(4) Certification evidence of a Quality and Qualifications Ireland (QQI) minimum Level 5 qualification in Early Childhood Care and Education or equivalent was on file for both staff members.

Non-Compliance Information

(2) (a) The two past employer references on file for one staff member were not validated by management.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(2) (a) References have been signed and verified by CNGGT development officer. The development officer been on supervision visits and has checked over each of the files in the staff folders to ensure they are signed and validated this will continue in the future.

Supporting documentation submitted

References were submitted with the CAPA response.

Summary Comment

The information has been reviewed and accepted. The non-compliance identified under Regulation 9 (2) (a) has been adequately addressed.

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) There was an adequate number of adults working directly with the children on the day of inspection.
- (3) The required adult to child ratio was maintained throughout the inspection. There were two adults caring for nine children aged 2-5 years in one care room. All children attended the service on a sessional basis.

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.*

(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-
(c) an authorised person.

(4) A registered provider shall ensure that a record in writing referred to in paragraph (1) is retained for a period of 2 years from the date on which the child to whom it relates ceases to attend the service.

Compliance Information

(1) (a) to (i)

All 10 records of the children registered to attend the service were reviewed. The required information including the authorisation to collect the child, details of illness or special needs of the child and emergency contact were fully completed for each child.

(3) (c)

The records in writing were available for inspection.

(4)

The person in charge confirmed that the records were retained for the required period as set out in the regulations.

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

Appropriate, child height tables and chairs relative to the age and stage of development of the children were provided in the care room for activities including tabletop work, group activities and mealtimes. Soft seating by way of a large couch and scatter cushions were accessible to the children if they wished to rest or sit and look at a book. The children had access to a wide variety of play equipment and toys both indoors and outdoors. Natural materials such as twigs and leaves were displayed on a low-level nature table. The play equipment and toys were labelled in Irish and stored at low levels allowing the children to view them and chose their preferred play items. There was a large amount of tabletop activities including jigsaw puzzles, peg boards, magnetic connectors and stacking activities. A large sand table with plastic utensils was available for sensory play along with small trays of malleable sand that could be played with while seated at the table. There was a range of small world play equipment including a well-resourced play kitchen, doll and baby care accessories and dress up materials. Creative art resources such as paint, crayons, pencils and paper was accessible on a low level trolley. Other play equipment in the room included construction and transport toys, numerous plastic and wooden blocks and a wooden train set. The service had use of the public play area adjacent to the front of the service for outdoor play and had use of the main hall in inclement weather. There was a selection of sports equipment and play equipment for use in the hall including ride on tractors and balance bikes.

Part VI - Safety

Regulation 24 - Checking in and out and record of attendance

(1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.

(3) A registered provider shall ensure that-

(a) no person other than-

(i) pre-school child attending the service,

(ii) a person dropping or collecting such a child,

(iii) an employee, or

(iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and

(b) a daily record in writing is kept of the entry on the premises of any such person.

Compliance Information

(1) Staff members were found to check the children in and out of the service each day. Accurate attendance times for the children were recorded in handwritten record books by the staff members on the day of inspection and the person in charge informed the inspector that they also use a digital application to record children's attendance.

(3) (a) (b) A daily written record was kept of visitors to the service which the inspector was requested to complete during the inspection.

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

The staff supervised the children appropriately primarily by sight during the inspection with the required adult: child ratios adhered to in the service. When the children were playing in the large hall they were observed by sight by the staff who positioned themselves strategically to be able to see them. The children who were able to use the toilet independently were out of sight of the staff when using the toilet but remained within hearing distance if help was needed to be given by the staff. Both staff members sat with the children during snack time.