

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DR018
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Name of Service:	Dalkey Community Pre School Playgroup Limited
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Address of Service:	Convent Road, Dalkey, Co. Dublin
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Eircode:	A96 DN82
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Name of Registered Provider:	Muireann McDonnell
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Service type:	Part Time
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Date of Inspection:	06/12/2024
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No of pre-school children:	AM	16	PM	15
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Address of the Early Years Inspectorate:	Loughlinstown Health Centre, Loughlinstown drive, County Dublin
Inspection undertaken by:	Olivia Quill
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
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Description of service

	<p>Child Care Act 1991 (Early Years Services) Regulations 2016 and Childcare Act 1991 (Early Years Services) (Amendment) Regulations 2016</p> <p>QMS Ref: EYI-RRT12.1 V2.0 03/03/2023 Service ID: TU2015DR018</p>	1 of 9
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Dalkey Community Pre School Playgroup Limited is a community service operated by a board of management. The service is registered to provide part time and sessional care for children ranging in age from 2-6 years. The service operates from Monday to Friday from 9am until 1pm with a concurrent sessional service operating from 9am to 12pm. The early years service is located in a purpose-built premises in Dalkey south county Dublin. One care room is provided and an outdoor play area is provided to the side of the premises.

Staffing

In total five staff are employed to work directly with the children. On the 6 December 2024 four staff worked 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

The inspection was unannounced and focused on the area of governance and safety.

This inspection focused on an examination of compliance of Regulations.

9 (1)(a)(b), (2)(a) -(d) and (4) Management and Recruitment,

11(1), (2), (8)(a) Staffing Levels,

15 (1)(a) -(1) Record of a Pre-school Child,

23 Safeguarding, Health, Safety and Welfare of Child.

25 (1), (2)(a), (b) First Aid,

26 (1)(a), (b) and (4) Fire Safety Measures.

The inspection may also focus on other areas as required. A sampling process was used to assess compliance under regulation 15 (1)(a) - (1) Record of a Pre-school Child.

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

(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 designated person in charge and a named person to deputise as required.
 - (b) The designated person in charge was present at all times during the inspection.
- (2) The inspection included a review of files for all staff employed in the service. In total five staff files were inspected.
- (a) Nine written validated references were available from past employers.
 - (b) One written validated reference was available from a source other than a past employer for a staff member who did not have a second past employer.
 - (c) Garda Vetting disclosures from the National Vetting Bureau of the Garda Síochána were available for five staff employed in the service. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
 - (d) Not applicable, none of the staff employed in the service had lived outside the state for a period longer than six months.
- (4) There was evidence available to demonstrate all staff had attained at least a major award in Early Childhood Care and Education.

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.

(8) Without prejudice to paragraphs (2) to (7)-

(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times.

Compliance Information

(1) An adequate number of adults were working directly with the children at all times during the inspection.

(2) The minimum ratio of adults to children for part-time day-care services was adhered to at all times during the inspection. There were sixteen children attending the service being supervised by four adults on the day of inspection.

(8)(a) There were at least two adults on the premises at all times.

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 sample of ten records were reviewed for children who were attending the service. The records reviewed contained the following information:
- (a) The name and date of birth of each child.
 - (b) The date on which the child first attended the service.
 - (c) There was an area on the registration form where the date when a child would cease to attend the service will be recorded.
 - (d) The names, addresses and telephone number of parents were recorded and information where parents can be contacted during the hours of operation of the service were also available.
 - (e) There was authorisation for the collection of the child.
 - (f) The record available supported the recording of any illness, disability, allergy or special need of the child.
 - (g) The name and telephone number of each child's medical practitioner was recorded.
 - (h) A record of immunisations received was recorded.
 - (i) There was written consent for appropriate medical treatment of a child in the event of an emergency.

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 entrance door to the service was adequately secured to ensure the safety of the children within and to avoid unauthorised persons accessing the service or children exiting unsupervised. The kitchen area and storage facilities were inaccessible to children. Cleaning agents were stored out of reach of children. No hazards were identified in the outdoor play area.

Infection Control:

The environment was clean and a daily record of the cleaning schedule was available. Children were observed washing their hands after outdoor play, using the toilet and prior to eating their snack. Liquid soap thermostatically controlled warm water and paper towels were available to facilitate hand washing. Pedal operated bins were provided in the care room and sanitary area.

Administration of Medication:

Staff demonstrated an understanding of the appropriate measures to be taken to safeguard children if medication was required. A suitable medication for was available to record any medication given. Medication was stored safely out of the reach of children.

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) Staff trained in paediatric first aid and the First aid responder training were immediately available at all times on the day of inspection.

(2)(a), (b) A suitably equipped first aid box was safely stored, in the care room and easily accessible and available to the children attending the pre-school at all times.

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)
- (a) A written record was available detailing monthly fire drills that had taken place in the service. The last recorded fire drill was completed on the 29 November 2025.
 - (b) The number, type and maintenance record of firefighting equipment and smoke alarms on the premises was available. The maintenance records for the fire equipment were dated the 19 December 2023 and the maintenance record for the smoke alarm was dated as being completed on the 07 November 2024.
 - (4) The procedures to be followed during a fire drill and in the event of a fire were displayed in a conspicuous location within the service.