

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DS120
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Name of Service:	Tots of Fun
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Address of Service:	45 Colthurst Crescent, Lucan, Co. Dublin
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Eircode:	K78 H336
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Name of Registered Provider:	Jane Jackson
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Service type:	Sessional
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Date of Inspection:	21/05/2025
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No of pre-school children:	AM	18	PM	N/A
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Address of the Early Years Inspectorate:	Floor 7, The Brunel Building, Heuston South Quarter, Saint Johns Road West, Dublin 8, D08X01F.
Inspection undertaken by:	G. Kavanagh and O. Quill.
Title:	Early Years Inspectors

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

Tots of Fun is a privately owned preschool service offering sessional care to children aged 2 to 6 years from 9.15 - 12.45, Monday-Friday for 38 weeks of the year. The service is located on the ground floor of a residential building in Lucan, County Dublin.

Staffing

The service employs 3 staff who work directly with children including the registered provider and a 4th staff member is employed as a cleaner.

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

The inspection focused on an examination of compliance under the following regulations:

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

Regulation 11(1) and (2) Staffing levels

Regulation 19(1)(a) Health, welfare and development of a child

Regulation 23 Safeguarding Health, Welfare and development of a child

Regulation 25 First aid

Regulation 26 Fire safety measures.

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 inspectors wish to acknowledge the cooperation of the registered provider, 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

- (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.

Compliance Information

(1) There was a designated person in charge and a named person to deputise as required.

- (a) The designated person in charge was always present during the inspection.
- (b) There was a clear management structure in place and staff reported being aware of this.

(2) (a) -(d) and (4) These regulations were found compliant on the last inspection. The registered provider confirmed that no new staff had been employed since last inspection.

- (c) Garda Vetting disclosures from The National Vetting Bureau of An Garda Síochana were available for the four adults. The Service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew garda vetting every three years.

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) An adequate number of adults were working directly with the preschool children during the inspection.
There were eighteen preschool children attending the service being supervised by three adults.
- (2) The minimum ratio of adults to children was always adhered to during the inspection.

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,

Compliance Information

(1)(a)

Basic Needs:

All children brought lunches from home which contained a variety of sandwiches, cheese, yogurts and fruit. Their lunches were kept refrigerated until lunchtime. There was a healthy eating policy in place. Drinks were available to the children throughout the morning. Water bottles were easily accessible on a trolley beside them. During mealtimes the atmosphere was very calm and relaxed staff members were observed to sit with the children chatting and encouraging them to eat throughout the meal. Older children were encouraged to use the toilet independently with staff available to assist if needed.

Supporting Relationships:

The children were free to move around the indoor space and engage in a variety of play experiences for example one child who wished to make a card for his mother was supported in doing this whilst the other children were supported to choose other activities to participate in. The transition to lunch was well managed children were given notice in advance. There was a song played, and then the children tidied up. Interactions between staff and children were observed to be pleasant and respectful throughout the day. Staff members demonstrated an awareness and responsiveness to individual children's personal preferences. For example, one child did not want to participate in a particular group activity, and he was given the opportunity to engage in another activity. Staff were observed in story time using animated tones to maintain their interest and bring the story to life. There was ongoing communication with parents through a group chat messaging facility and at drop off and collection times throughout the day.

Physical and Material Environment:

Low level tables and chairs provided were suitable to the age and developmental stage of the children.

The play materials were stored on low level shelves which facilitated the children to select toys and activities of their own choice. There was a couch which was used as a cosy area offering a comfortable space for children to rest during the day. The outdoor play area had a variety of equipment to support children's play and development including slides, climbing frames, a swing, playhouses and a bench for children who would like to sit and rest. The variety of equipment available supported the children to engage in a range of play activities.

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 was securely locked on arrival at the service which prevented unauthorised persons gaining access to the service while also prevented the children leaving unsupervised.
- Cleaning materials were stored out of the reach of the children. Heavy furniture was secured, and cables were out of the reach of children.

Infection Control:

- Warm water, liquid soap and paper towels were available to facilitate hand washing.
- Handwashing was done frequently throughout the day as per the service policy.

Administration of Medication:

- There were care plans for children who required specific medication. Staff were familiar with the care plans, and this medication was clearly labelled and safely stored out of reach of children. Three of the medication forms were sampled and all were completed correctly including the name and dose of the medication given, written parental consent and a second person signature.

Fire Safety:

- Staff were aware of the procedures to be followed in the event of a fire emergency.
- Fire exits and doors were unobstructed.

Non-Compliance Information

General Safety:

Documentary evidence showed that monthly fire drills had not been conducted. The last fire drill was completed on 14 February 2025. This posed a potential risk to the safe evacuation of the children in the event of a fire.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

The registered provider stated a fire drill had been conducted on 23 May 2025 following the inspection.

A staff meeting was held to discuss the non-compliance and review the fire drill procedures.

To prevent a reoccurrence the registered provider stated a standardised fire drill log is now in use and the fire drill will be scheduled on a specific date for each month. A designated staff member has been assigned responsibility for ensuring fire drills are completed and recorded. Management checks and sign off have also been included as an extra layer of compliance.

Supporting documentation submitted

General Safety:

Documentary evidence showed a copy of the fire drill record for May and June 2025. Staff meeting records were also submitted.

Summary Comment

Supporting evidence was submitted in keeping with the actions submitted. The Regulatory requirement has been met.

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)
- (a) There was evidence to show that three adults hold certification in First Aid Response training, the adults were always available during the inspection.
- (2)
- (a) A suitably equipped first aid box was available and stored in an easily accessible and conspicuous position a shelf in the care room.
- (b) The first aid box was observed to be easily available to the adults caring for the children attending the service.

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 firefighting 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) The records show that the last fire drill was completed on 14 February 2025.

(b) The number, type and maintenance record of the firefighting equipment and smoke alarm was available. The maintenance records for the firefighting equipment were dated 20 February 2025 and the maintenance record for the smoke alarm were dated 26 May 2025.

(4) Notices detailing the procedures to be followed in the event of a fire emergency were displayed in the preschool room.