

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DS203
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Name of Service:	StartBright Brookview
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Address of Service:	9 Brookview Court, Tallaght, Dublin 24.
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Eircode:	D24 X9RX
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Name of Registered Provider:	Elaine McQuillan
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Service type:	Part Time
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Date(s) of Inspection:	11/03/2026
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No of pre-school children:	AM	20	PM	n/a
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Address of the Early Years Inspectorate:	Early Years Inspectorate, Child & Family Agency, Suite 7, Vista Primary Care, Ballymore Eustace Road, Naas, Co Kildare, W91 X38W.
Inspection undertaken by:	E. Mulhern
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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Early Years Inspectorate Regulatory Report

Pre School

Description of service

StartBright Brookview is one of seven not-for-profit early years services operated by StartBright Early Learning Centres. The service is registered to provide part-time care to a maximum of 33 children aged 2 - 6 years. The service operates from two rooms in a single storey, purposely adapted, community building in a residential area of Tallaght, Dublin 24. The premises includes an office, a staff room and sanitary facilities. An outdoor area is situated at the rear of the building.

Staffing

There are 11 staff members employed to work in the service including the person in charge, operations manager, parent carer facilitator, quality manager and maintenance person. The registered provider does not work in the service. Six staff members are employed to work directly with the children, five of whom were present during the inspection. Four students and the person in charge were also present during the inspection.

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 areas of governance, health, welfare and development of child and 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

Early Years Inspectorate Regulatory Report

Pre School

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*
- (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.*

Early Years Inspectorate Regulatory Report

Pre School

(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 person in charge and named persons to deputise in their absence.
- (b) The person in charge was always on the premises during the inspection. The staff roster provided for the person in charge or a named person to deputise to be present at all times of opening.
- (c) There was a clear management structure within the service. Staff and managers demonstrated an awareness of their roles and the lines of authority. Staff roles were documented.
- (2) This regulation was inspected in relation to 12 adults (six staff members and four students) who had started working in the service since the regulation was last inspected on 21 June 2023. Regulation 9 (2) (c) was inspected for all adults.
- (a) & (b) Records were available to evidence that appropriate consideration had been given to references for 10 adults.
- (c) Garda vetting disclosures were available for all adults. The service adhered to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda Vetting every three years.
- (d) International police vetting had been sourced for one adult who had lived in another state for more than six months as an adult.

Early Years Inspectorate Regulatory Report

Pre School

(4) This regulation was inspected for two adults who had been employed to work directly with children since the previous inspection. The adults held at least a major award in Early Childhood Care and Education at Level 5 on the National Framework of Qualifications.

Non-Compliance Information

(2) The registered provider did not ensure that references were appropriately considered for two adults as follows:

(a) Adult one: References had not been sourced from previous employers despite these being named on the adult's curriculum vitae. One of the references available had been provided by a 'neighbour and friend'. Neither of the two references available included an address.

(b) Adult two: A second reference was not available as required.

Corrective & Preventive Action submitted by the Registered Provider

Corrective Action and Preventive Action

(2)

(a) Adult One: The staff member has tried to get references from past employers but to no avail yet. These employers are UK based and the adult is having trouble with getting responses from them. The staff member will continue to source the references. The registered provider will follow up with the staff member and their work on trying to retrieve these references. When reviewing staff files from other centres, all documentation will be carefully checked & questioned if necessary, in relation to compliance. Review of regulations must be done regularly also.

(b) Adult Two: The student initially forgot to print the document but completed this later in the day. The letterhead with their name was subsequently attached. Students file to be checked by the manager on the first day of placement and corrections to be made on that day. If there is no full file, the student cannot start their placement.

Supporting documentation submitted

(2)(a) Adult one:

Past employer reference check dated 17 April 2026 (No address).

Past employer reference check dated 16 April 2026 (includes address).

Early Years Inspectorate Regulatory Report

Pre School

(2)(b) Outstanding reputable source reference with signed verification for Adult two.

Summary Comment

9 (2)(a) and (b) The non-compliance has been corrected for Adult Two. A second reference inclusive of an address remains outstanding for Adult One. The regulatory requirement has not been met.

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 worked directly with the children. There were 5 adults working directly with 20 children. The person in charge was available to assist as needed.

(2) The minimum adult to child ratio requirement for the age of children and type of service provided was always maintained.

(8) (a) There were at least two staff members on the premises throughout the inspection. The staff roster provided for a minimum of two staff to be on the premises at all times of opening.

Early Years Inspectorate Regulatory Report

Pre School

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

The children's learning, development, and well-being was supported by the adults and the environment. The adults guided the children towards independence with personal care including using the toilet and handwashing. The adults reminded and assisted the children to wear coats when going outside. Food and drinks were provided by the service. The children sat together with the adults at lunch time, serving themselves, engaging in conversation and clearing their plates afterwards.

Play was child led with the children moving between their rooms and the outdoor area according to their preference. There were clearly defined interest areas to support various types of play including home corners, construction areas and messy play areas. Books were provided to support language development. The outdoor area included a planting section, a mud kitchen, sand tables and equipment for gross motor play including ride-on toys and climbing equipment. The inspector observed the children engaging in activities including painting, construction, water-play, imaginary play and circle time. Comfortable areas with mats, soft seating and soft lighting were available in each room for children to rest or take a break from activities.

The inspector observed the adults interacting kindly with the children, supporting them in their play and providing care and comfort. They used an app for two-way communication with parents/guardians. They described holding meetings with parents/guardians and involving them in the service through 'coffee' and 'stay and play' mornings. The service had engaged with the Better Start Access and Inclusion Model (AIM) for additional staffing to support children with additional needs to participate.

Early Years Inspectorate Regulatory Report

Pre School

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:

Measures had been taken to safeguard the children. Entrances were secured to prevent unauthorised access or children leaving unsupervised. Equipment and materials were well maintained and suitable to the ages and stages of the children. Hazardous items including cleaning products, medicines and cables were secured out of children's reach. Emergency exits were kept clear and there was a signed assembly point outside the service. Monthly fire drill records were available, and staff demonstrated an awareness of the procedures to evacuate safely in the event of a fire.

Infection Control:

Measures had been taken to minimise the risk of infection spreading. The premises and equipment appeared clean and well-maintained. Sanitary facilities were equipped to support handwashing. Staff guided children to wash their hands at appropriate times including after toileting and before eating. Pedal operated bins were in place to manage waste appropriately. Cleaning schedules were in place for laundering fabric materials.

Non-Compliance Information

Medication Administration:

Appropriate measures were not in place for the safe administration of medication to two children whom staff reported may require it as outlined.

Child one: None of the three medications available for the child were stored in their original packaging. There was no documented parent/guardian consent or instructions available for two of the medicines.

Child two: The medicine was not stored in the original packaging. There was no documented parent/guardian consent and the action plan available in relation to treatment was incomplete.

This was at variance with the service's medication administration policy which stated, 'medicines will only be administered when a parent/guardian has signed a consent form' and 'The child's name and the original

Early Years Inspectorate Regulatory Report

Pre School

directions from the child's doctor must be displayed on the medication container'. This posed a risk that medication may be administered incorrectly or without parental knowledge or clear instructions, potentially compromising the children's health and safety.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The children's information was checked and detailed on forms for all staff to be aware of. Parents have filled in the forms in detail. Ensuring all staff are aware of the procedure to have parents fill in forms when they approach with medications, and the communication process of informing all staff of the illness and the actions to be taken for that child. Going forward, the importance of correct administration of medications protocol will be discussed at induction with new employees. With current employees it has been discussed at a staff morning meeting.

Supporting documentation submitted

Documents and images were submitted in keeping with the actions stated.

Summary Comment

The actions have been deemed to address the non-compliance.

