

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DS226
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Name of Service:	Killinarden Family Resource Centre
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Address of Service:	Killinarden Family Resource Centre, Killinarden Way, Tallaght, Dublin 24, Co Dublin
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Eircode:	D24 TC91
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Name of Registered Provider:	Mary Bolger
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Service type:	Drop-In
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Date of Inspection:	26/02/2026
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No of pre-school children:	AM	1	PM	No.
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Address of the Early Years Inspectorate:	Level 7, Brunel Building, Heuston South Quarter, Kilmainham Dublin 8
Inspection undertaken by:	R Phillips
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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Description of service

Killinarden Family Resource centre (FRC) is located in a residential area of Killinarden Tallaght, South County Dublin. The drop-in childcare service is based in a care room within the single-story premises. There is a sanitary area adjacent to the care room with nappy changing facilities and a children's toilet and sink. It currently operates from 09:30-11:30, Monday to Friday. The service is registered to provide for children from 0-6 years. There is no outdoor play area.

Staffing

There were four adults employed to work within the service. The registered provider is the manager of the Family Resource Centre and doesn't work directly with the children but is working within the FRC.

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 regulations:

9(1)(2)(4) Management and recruitment,
11(1)(6) (8)(a) Staffing levels,

13 (1)(3) Temporary pre-school services and preschool services in drop-in centres,

15 (1) (2) (3) Record of preschool child,

19(1)(b) Health, welfare, development of child,

24 (1)(2)(3)(a)(b)(4) Checking in and out and record of attendance,

25 First Aid,

26 (1)(2)(c) (4) Fire Safety measures

However, on inspection additional non-compliance which posed a risk was identified under

Regulation 8 Notification of a change in circumstances.

Regulation 23 Safeguarding health, welfare and development of child.

These findings are outlined within the regulations within this report.

A sampling process was used to assess compliance under regulation 15 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 registered provider, person in charge, staff and child who were present on the day of the inspection.

Part II - Registration and Register

Regulation 8 - Notification of change in circumstances

(1) A registered provider of a pre-school service other than a temporary pre-school service shall, subject to paragraph (3), notify the Agency in writing of any proposed change in the details in relation to the pre-school service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2) at least 60 days before it is proposed that the change would take effect.

(3) Where a registered provider has been unable for good and proper reason to notify the Agency within the time specified in paragraph (1) or (2), as the case may be, of a change in the details in relation to the pre-school service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2), the registered provider shall notify the Agency in writing of the change as soon as possible thereafter.

Non-Compliance Information

8(3) The registered provider named on the directory of services had retired. The recently appointed manager of the Family Resource Centre has been acting in the role of registered provider of the drop-in service. The Early Years Inspectorate was not notified of any related changes.

The drop-in service is operating from 09:30-11:30. These hours are at variance to the times the service is registered to operate, 10:00-12:00. The Early Years Inspectorate was not notified of the change.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

A change in circumstances application has been submitted to Tusla.

Supporting documentation submitted

Email confirmation of submission.

Summary Comment

The regulatory requirement remains outstanding, however It is acknowledged that the service has engaged with the registration office to regularise the change in registered provider and times of opening.

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.

(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 a named person to deputise as required.
 - (b) The service manager and deputy person in charge were on the premises during the inspection. The staff roster provided for the person in charge or a person who could deputise to be present at all times of opening.
 - (c) The employees in the service demonstrated an awareness of the lines of authority and accountability within the service.
- (2) Documentation was reviewed in respect of four staff employed to care for the preschool children, two of whom were employed since the last inspection on 10 December 2023 and met regulatory requirements as follows:

(a)(b) There were eight validated references, seven from previous employers and one from an alternative source available in respect of the four staff files.

(c) It is acknowledged that in date Garda Vetting disclosures from the National Bureau of An Garda Síochána were available for three staff members.

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 this report.

(4) A record was available evidencing that in respect of the four staff files inspected, two adults working directly with the children held at least a major award in Early Childhood Care and Education at level 5 on the National Qualifications Framework or equivalent. Two staff working directly with the children in the service, have recently completed their level 5 Early Learning and Care programme, and are awaiting certification.

Non-Compliance Information

There was evidence that the registered provider did not ensure that all staff were suitable and competent prior to employment as outlined:

(2)(d) There was no record of police vetting for one adult who had lived outside of Ireland for a period of longer than six consecutive months as an adult.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The staff member applied for police vetting from the relevant authority in a jurisdiction outside of Ireland, as required.

Prior to anyone starting employment in Killinarden FRC they will be required to get police clearance from their home country. They will be informed at their interview and our policies have been updated to reflect same.

Supporting documentation submitted

Email confirmation of request for police vetting.

Summary Comment

The regulatory requirement has not been met, however it is acknowledged that the service has taken steps to begin to address the noncompliance.

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.

(6) A registered provider of a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 3 of Schedule 6 opposite a particular reference number 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.

(6) The minimum ratio of adults to children for drop-in centres was adhered to at all times during the inspection.

There was one child attending the service being supervised by two adults on the day of inspection.

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

Part III – Management and Staff

Regulation 13 - Temporary pre-school services and pre-school services in drop-in centres

(1) A registered provider of a temporary pre-school service or a preschool service in a drop-in centre shall ensure there are no more than 24 children attending the service at any given time.

(3) A registered provider of a pre-school service in a drop-in centre shall ensure that no child attends the service for longer than 2 hours consecutively.

Compliance Information

(1) The service is registered to cater for a maximum of seven pre-school children at any one time.

(3) The service operates from 09:30-11:30, Monday to Friday which ensures that no child attends the service for longer than two hours consecutively.

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.*

(2) A registered provider of a pre-school service in a drop-in centre or of 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 particulars specified in subparagraphs (a), (d), (e) and (f) of paragraph (1).

(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.

Compliance Information

(1)(a)(d)(e)(f) (2)

A sample of 10 records were reviewed which demonstrated that a record was available in writing which contained the information required in (a)(d)(e) and (f) above.

(3) (c)The records were made available for inspection as required.

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-

(b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.

Compliance Information

Parents provide a snack when children attend the drop-in service. There is a fridge to store perishable foods.

The staff offered the child a snack when the parent had indicated they may be hungry. Drinking water in the child's own beaker was available to the child.

The staff were observed to carry out nappy changing in a responsive manner. They interacted warmly with the child in their care throughout the inspection

The care room facilitated a range of developmentally appropriate play experiences for the child and was adequately resourced with a variety of materials. The materials were observed to be accessible on low level shelving. Low level tables and chairs were available.

The routine in the service was observed to be child-led, and the child present was observed to be engaged in their play and to choose their own 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.

Non-Compliance Information

General Safety:

1. Two adult's Garda vetting disclosures were not dated within the previous three years contravening the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'. This poses a risk to the safety of the children in the service.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

Both Garda Vetting applications have been completed and submitted to both Tusla and The National Garda Vetting Bureau.

The new manager of Killinarden FRC will make sure this doesn't happen in the future.

All staff will be vetted prior to commencement of employment. All renewals will be applied for 6 weeks prior to expiry date.

Supporting documentation submitted

General Safety:

Emails evidencing application for garda vetting renewal submitted.

Summary Comment

The regulatory requirement remains unmet. It is acknowledged that the service provider has taken steps to address the noncompliance.

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.*
- (2) Where there are more than 15 children attending a pre-school service in a drop-in centre, the registered provider shall ensure that one employee or unpaid worker is assigned responsibility for the checking in and out of children.*
- (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.*
- (4) A registered provider shall ensure that a record in writing referred to in paragraph (3)(b) is retained for a period of one year from the date to which it relates.*

Compliance Information

- (1) The child present was signed into the service by a staff member. There was a record of children having been signed in and out of the service.
- (2) Not applicable as there was less than 15 children present.
- (3)
- (a) (i), (ii), (iii) & (iv) No persons other than staff, a parent and child accessed the service during the inspection. The inspector's entry was approved by an employee after verification of identification by a staff member.
- (b) A visitors' book was available at the entrance and included names of previous visitors, the date they entered and the reason for entry. The inspector was requested to sign in upon arrival.
- (4)
- The registered provider was able to demonstrate that the visitors book was kept for a period of one year from the dates to which it related.

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)
There was a staff member trained as a First Aid Responder (FAR) present and available to the children throughout the inspection. Three other adults present had in date first aid certification.

(2)(a)
A suitably equipped first aid box was located in an accessible place within the care room.

(b)
The first aid box was available to the children attending the service 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.

(2) The record referred to in paragraph (1) shall be open to inspection by-

(c) an authorised person.

(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 fire drills that had taken place in the service. The last fire drill had been recorded as undertaken on 25 February 2026.
- (b) The number, type and maintenance record of firefighting equipment and smoke alarms on the premises was available. The maintenance record for the firefighting equipment and smoke alarms was dated 19 October 2025.
- (2) (c) The record referred to above was available for inspection.
- (4) The procedures to be followed during a fire drill and in the event of a fire were displayed in conspicuous locations within the service.