

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DY037
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Name of Service:	Butterflies Community Playgroup
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Address of Service:	Griffith Area Community Centre, Griffith Road, D11YE98.
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Name of Registered Provider:	Fionnuala Neville
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Service type:	Sessional
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Date of Inspection:	30/04/2026
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No of pre-school children:	AM	14	PM	N/A
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Address of the Early Years Inspectorate:	Early Years Inspectorate, Floor 7 Brunel Building, Heuston South Quarter, St John's Road West, Kilmainham, D08 X01F
Inspection undertaken by:	JA. McKimm
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).

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Description of service

Butterflies Community Playgroup childcare service was established in 2002 and is one of five services that are part of the Finglas Community Playgroup Association Ltd.

The service offers sessional care and education to children aged from 2 years to 5 years old and participates in the Early Childhood Care and Education (ECCE) scheme. The service can cater for a maximum of 22 children.

The service consists of a main care room, sanitary facilities for adults and children and an outdoor play area which is accessed directly off the care room.

Staffing

There are three staff members employed in the service this includes the registered provider who is also the person in charge, the deputy person in charge and an early year's educator. On the morning of inspection all three members of staff were working directly with 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

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.

A sampling process was used to assess compliance under the following regulations:

Regulation 15(1)(a)-(i) Record in Relation to Pre-School Child.

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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, staff and children 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.

Non-Compliance Information

The service is registered to operate from 09:00am- 12.00pm. On the morning of inspection, the registered provider informed the inspector that the service operates 9:00-12:30pm. The registered provider did not furnish the agency in writing of any proposed changes to the operational hours of the sessional service.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

Change in Circumstances was submitted to Tusla with immediate effect. Operating hours will be reviewed again in September by the registered provider in the event of any further changes taking place.

Supporting documentation submitted

Documentary evidence submitted

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Summary Comment

The corrective and preventative actions submitted by the registered provider are sufficient to address the non-compliance under Regulation 8.

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,
 - (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
- (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) A review of the roster showed either the person in charge or the deputy person in charge were rostered to be present during the operational hours of the service.
 - (b) The person in charge was present during the inspection.
 - (c) Staff were clear around their roles and responsibilities and reporting structures within the service.

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- (2) The files of three staff members were reviewed on the morning of inspection
- (a) There were six written and validated references available from a past employer.
 - (c) Garda vetting disclosures had been obtained for the registered provider and two adults. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
- (3) Evidence was available to demonstrate that the procedures specified in paragraph (2) were carried out in relation to three adults before employment commenced.
- (4) Evidence showed that three adults who worked directly with early years children held at least a major award in Early Childhood Care and Education at Level 5 or above on the National Framework of Qualifications or a qualification deemed eligible by the Department of Children, Disability, and Equality.

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) The registered provider ensured that staffing levels were adequate to respond to the individual needs of the children throughout the inspection. There were three adults caring for fourteen children on the morning of inspection.
- (3) The minimum ratio of adults to children was always maintained throughout the inspection. Staff were aware of the required ratios for the age range of children.

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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-

- (a) a parent or guardian of a pre-school child but only in respect of the record relating to that child,*
- (b) an employee who is authorised in that behalf by the registered provider, and*
- (c) an authorised person.*

Compliance Information

- (1) A sample of seven children's registration records were reviewed as part of the inspection. The registered provider ensured a full record (1) (a -i) was completed for each child.
- (3) Records were open to inspection by an authorised person. All records requested by the inspector were available for review.

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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, and

Compliance Information

(1) (a) The following activities, interactions, materials and equipment was observed to support children's learning and development:

Basic Needs

- The children were supported to follow their own interests, explore their environment and make their own choices, while receiving help during activities and transitions. Staff encouraged decision making by actively supervising and guiding them.
- On the day of inspection, the children had access to a range of sensory and messy activities and play. They played with paint and sand.
- Snack time was observed to be a social experience as children sat with both staff and their peers. Children brought their snacks from home and were given ample time to enjoy their snack and had access to water throughout the morning.
- All children were observed accessing the outdoor play area on the day of inspection where they were provided with opportunities to engage in physical play that supports the development of gross motor skills, as well as social and emotional development.
- Children independently accessed sanitary facilities and were supervised throughout by a staff member who provided supports where necessary.

Supporting Relationships

- Staff were observed to interact continuously with the children. For example, activity times and mealtimes were observed to be a sociable event and staff chatted amicably with the children.
- Staff discussed how they support children to transition to school. For example, staff talked about a 'Transition Box' which includes school uniform, school bag and books. Staff spoke about the benefits of using these props as tools to help children to become familiar with their new school environment

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- Staff discussed how parents are welcomed into the service. The inspector observed staff to chat with parents at collection time.

Physical and Material Environment

- Child sized tables and chairs were available to the children, providing a comfortable area to eat snacks and take part in tabletop activities.
- Toys and materials were stored on low and accessible shelves and were visible and easily accessible enabling the children to independently access their choice of activity.
- An outdoor play area with a soft ground surface was available for the children. Equipment and toys available included mark marking chalk boards and planters.

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 gate and entrance door leading into the premises was appropriately secured to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access to the premises. The inspector was asked to show identification and sign in the visitor book.
- There were no flexes or cables observed that were accessible to the children.
- Toys and equipment were maintained in good condition free from hazards.
- All window blinds were appropriately secured.
- There were guard rails outside the window frames to ensure children's safety.
- The radiators were fitted with protective covers.

Infection Control:

- The premises was observed to be in a clean and hygienic condition.
- Foot operated pedal bins were in use for the appropriate disposal of waste in the care rooms and sanitary facilities. These were observed to be in good working order.
- An ambient temperature of 18-22°C was maintained in the care room, and the windows were open to allow fresh circulation of air.

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- Children's lunch boxes were refrigerated on the morning of inspection.
- The sanitary accommodation was equipped with warm running water, liquid soap, and hand drying facilities. Both staff and children were observed to show familiarity with routine handwashing before snack time.

Administration of Medication:

- No children required administration of medication on the morning of inspection.

Fire Safety:

- On the morning of inspection all fire emergency exit doors were clear from obstruction. This helped support the safe evacuation of children and staff in the event of an emergency.

Non-Compliance Information

General Safety:

1. Children washed their hands in a basin of water in the care room and dried them on a large hand towel when they had finished messy play. This practice does not facilitate good hand hygiene and increases the risk of cross contamination and was not in line with the service's infection control policy.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. The care room layout has been changed to facilitate easy access to the toilet area where there is warm running water, soap, disposable hand towels. This involved a relocation of the messy play area in the care room. The new revised layout has been communicated to all staff so that this new layout will be maintained.

Supporting documentation submitted

General Safety:

Photographic evidence submitted.

Summary Comment

The corrective and preventative actions submitted by the registered provider are sufficient to address the non-compliance under Regulation 23.

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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 documentary evidence to show that three adults held certification in First Aid Response training and that at least one adult was rostered to on the premises at all times.
- (2) (a)(b) Suitably equipped first aid boxes were available to the adults caring for the children and were safely stored in an easily accessible and conspicuous position in the care room.

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 available demonstrated that fire drills are held monthly within the service and the service conducted a fire drill on 21 April 2026.
 - (b) Records demonstrated that the firefighting equipment and smoke alarms had been serviced annually, with the last service taking place in September 205 and January 2026 respectively.
- (4) There was a notice of the procedures to be followed in the event of fire displayed in a conspicuous position in the service.

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Part VI - Safety

Regulation 28 - Insurance

A registered provider shall ensure that the pre-school service is adequately insured.

Compliance Information

The registered provider had a valid certificate of insurance for a sessional service for 22 children, expiring on 27 March 2027.