

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015DY045
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<b>Name of Service:</b>	Community After Schools Project (SM)
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<b>Address of Service:</b>	Community After Schools Project, 91-92 Sean McDermott Street, Dublin 1,
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<b>Eircode:</b>	D01 WV38
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<b>Name of Registered Provider:</b>	Tom O'Brien
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<b>Service type:</b>	Part Time, Sessional
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<b>Date of Inspection:</b>	20/11/2025
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<b>No of pre-school children:</b>	AM	14	PM	14
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate 7 <sup>th</sup> Floor Brunel Building Heuston South Quarter, St. John's Road West Dublin 8   D08X01F
<b>Inspection undertaken by:</b>	L.A Webster and L. Jameson
<b>Title:</b>	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

### Description of service

The Community After Schools Project is a community service based in Dublin city centre on the ground floor of a retail premises. The service provides care and education for children aged between 0-6 years of age. The service operates Monday to Friday between 9:15am and 1:15pm catering to a maximum of 15 children. There is one large care room with an internal smaller care space sectioned with a partial divider. The children have access to the whole space and move between the areas depending on the activities offered. The service also operates a registered school aged childcare service Monday- Friday 1:30pm-5:30pm.

### Staffing

The registered provider does not work directly within the service and employs eleven staff to work within the service, this includes the person in charge, deputy person in charge and nine early years staff that work directly with the children. On the day of inspection, there was a person in charge and six members of staff working directly with the children. The registered provider was not present on the day of 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 area 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 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 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.

(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 designated person in charge and a named person to deputise as required.
  - (b) A review of the roster evidenced that either the person in charge or the deputy person in charge were rostered to be present during the operational hours of the service.
  - (c) There was a clear management structure in place, and this was further evidenced through discussion with staff.

- (2) A review of paperwork and discussion with the person in charge showed that there are currently 11 staff employed by the registered provider to work within the service. The files of 4 new staff who had commenced employment following the previous inspection on the 10 April 2024 were reviewed. Garda vetting disclosures were reviewed for all staff that are currently employed within the service.
- (a) There were 7 written and validated references available from past employers.
  - (b) There was 1 written and validated reference available from a source other than a past employer.
  - (c) Garda vetting disclosures had been obtained for all 11 staff members. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
  - (d) Police vetting was available for 3 adults who had lived in a country other than Ireland for a period of six months or more as an adult.
- (4) Evidence was available to show that all 4 adults who worked directly with the children held a major award in Early Childhood Care and Education at a minimum of level 5 on the National Framework of Qualifications, or a qualification that is deemed of equivalence by the minister

### 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) On the day of inspection, there were 14 children being cared for by 6 adults in the morning. Additionally, the person in charge was available to provide support in the care rooms as needed.
- (2) The adult child ratios were correct when the inspectors arrived unannounced to the service and throughout the inspection. Staff were aware of the required ratios for the age range of the children within the rooms.

### 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-*  
*(c) an authorised person.*

#### Compliance Information

- (1) Fifteen children’s records were reviewed as part of the inspection. All records contained the required information as required under (a), (b), (c),(d), (e) (f) (g) and, (i) above.
- (3) (c) All child records were available for inspection

#### Non-Compliance Information

- (1) (h) Five out of the fifteen records viewed had no record of the children’s immunisation status. Which could pose a potential risk to the children in the event of an outbreak of a contagious illness in the service.

#### Corrective & Preventive Action submitted by the Registered Provider

##### Corrective and Preventive Action

We have drawn up a vaccination status disclosure and public health acknowledgement form. This form has been given out to the parents. This vaccination status disclosure will also be given out alongside the enrolment form for future children enrolled at community after schools’ project creche.

## Supporting documentation submitted

Documentary evidence submitted.

## Summary Comment

The inspector has reviewed the actions taken and evidence submitted. The non-compliance identified under Regulation 15 (h) has been addressed.

## 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*
- (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

(1) (a)(b) The following practices were observed to be in place to support the children in the service:

### Basic Needs:

- Staff ensured that each child's needs were met throughout the morning. During nappy changing times, staff sang songs to children to ensure that the experience was comfortable and fun.
- Children were supported with gentle nasal cleansing by staff, who modelled the action and promoted a sense of independence within the children.
- Lunchtime was observed to be very interactive, and children were supported by staff to eat independently and stepped in when needed. Children were given ample time to sit down, eat and digest their food. In discussion with staff, fresh food is prepared on a daily basis and should a child request additional food, it was available.
- It was observed that staff used gentle encouragement towards children who were exploring new food textures.
- Individually labelled beakers of water were available to the children at all times

### Supporting Relationships:

- The staff members throughout the morning were observed to be very kind, considerate and warm in their interactions with the children. This was evident through conversations, open ended questions and ensuring that the children's voices were heard.
- It was evident that the staff had very strong relationships with the children, and this was observed when some children were feeling upset and were greeted with warmth and the option to hug if they wanted too.
- Throughout their activities, children were supported should they have needed, and choice given to the activities they wished to engage in.
- Transitions were observed as smooth between children and staff moving to toileting, nappy changing, and home times.
- Staff were observed to interact kindly with parents as home time arrived and reiterated the activities and routines of the children during the morning.

### Physical and Material Environment:

- The care rooms were spacious and bright, offering plenty of natural light to illuminate the space for the children. The tones of the room were soft and warm, inviting a very relaxed atmosphere.
- There was a cosy area with soft mats, cushions and blankets to support children's rest.
- Children's tables were developmentally appropriate for the age and size of the children.
- The environment offered a lot of natural materials for the children to avail from such as wooden blocks, puzzles, fine gross activities that promote curiosity and imagination.
- Each area was themed, with an adequate number of resources for the number of children attending, such as small world toys, trains, cars, and animals.
- There was good floor space for the children to engage in car racing, block play and chalk drawing 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 to the service was appropriately secured upon the inspector's arrival. The service entrance operated through a buzzer system that allowed entry into a securely locked gated area to prevent children from leaving the service unsupervised and restrict any unauthorised access to the service.
- The care rooms were in good condition, with no visible hazards or trailing wires observed.
- Cleaning agents were stored safely and locked away out of reach of children.
- Shelving units were firmly anchored to the wall to ensure stability and safety.
- The kitchen area was inaccessible to children and the door remained closed throughout the inspection.

##### Infection Control:

- Upon arrival, it was observed that the service was clean and hygienic and up to date cleaning schedules were available and observed within the care rooms and sanitary facilities.
- Thermostatically controlled warm water, liquid hand soap and wall mounted paper towels were available for appropriate hand washing practices. Both staff and children were observed to show familiarity with routine handwashing after nappy changing, and before lunch time.
- 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.
- Nappy changing practices were observed to follow in line with the displayed procedures within the sanitary area.
- An ambient temperature of 16-22°C was maintained in the care rooms.

##### Fire Safety:

- All fire emergency exit doors were clear from obstruction. This helped ensure the safe effective evacuation of children and staff in the event of an emergency.

#### Non-Compliance Information

##### Infection Control:

1. A nappy changing mat within the designated changing area was observed to be stained, which posed a risk of cross-contamination during nappy changes.

2. The toilet roll holder was broken in the children's toilet, and the toilet roll was stored upon the cistern, which posed a risk of cross contamination of repeated touch of inner roll.
3. Underneath the changing area, there was an open storage box containing spare clothes for the children. This posed a cross-contamination risk to the children.
4. Two potties were observed to be in a poor state of repair and inappropriately stored, which posed a cross-contamination risk to the children, as they were located in close proximity to the children's sinks.

### Action submitted by the Registered Provider

#### Infection Control:

1. Changing mats have been replaced and old changing mats discarded. The changing mats have been inspected by us and are fit for use. Staff are being retrained on nappy changing procedure and are aware of wiping down mats before and after each use. We have drawn up a hygiene checklist that is recorded and filled in weekly. Management will check weekly to ensure equipment is clean and fit for use.
2. Old broken toilet roll holder removed and a new toilet roll holder was installed to store toilet roll. We have drawn up a hygiene checklist that is recorded and filled in weekly. Management will work collaboratively and ensure that all essential maintenance is carried out.
3. After the inspection all spare clothes were washed, dried and placed in labelled zip lock bags. The spare clothes will be washed regularly and stored appropriately as per inspectors' advice.
4. Old potties have been discarded and new Potties bought, they are small and can be stored away when not in use. Management will check weekly to ensure equipment is clean and fit for use.

#### Supporting documentation submitted

#### Infection Control:

Documentary and photographic evidence submitted.

#### Summary Comment

The inspector has reviewed the actions taken and evidence submitted. The non-compliances identified under Regulation 23; infection control have been addressed.

### 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) The person in charge was trained in First Aid Response (FAR), expiry date of November 2026 and was immediately available to the children attending the service. Additionally, the person in charge ensured that two staff held up to date FAR certification and were immediately available to the children as needed.
- (2) (a) The first aid equipment was safely stored, and unobstructed if needed to access quickly.
- (b) A suitably equipped first aid box was available at all times to the adults caring for 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 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) The records available demonstrated that fire drills are held monthly within the service and the service conducted a fire drill on the 30 October 2025.
- (b) A record was available detailing the number, type and maintenance of the smoke alarm systems in the premises.
- Records demonstrated that the smoke alarms have been serviced on a quarterly bases with the last service taking place on the 03 September 2025.

(4) A visual notice of the procedures to be followed in the event of a fire was consistently displayed around the service.

### Non-Compliance Information

(1) (b) The inspectors were unable to attain a record detailing the number, type, and maintenance of the firefighting equipment on the premises on the day of inspection.

### Corrective & Preventive Action submitted by the Registered Provider

#### **Corrective and Preventive Action**

The RP obtained the fire maintenance certificate from the buildings facilities manager which shows a dated inspection of the equipment on 29 August 2025. The service has requested their own copy of the smoke alarm and fire equipment maintenance report so that it is available and onsite for future inspections.

#### **Supporting documentation submitted**

Documentary evidence submitted.

### Summary Comment

The inspector has reviewed the actions taken and evidence submitted. The non-compliance identified under Regulation 26 Fire Safety measures has been addressed.

## Part VI - Safety

### Regulation 28 - Insurance

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

### Compliance Information

The registered provider ensured that the pre-school service was adequately insured, with an expiry date of 20 June 2026.