

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DY249
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Name of Service:	St. Michael's Preschool & Afterschool Service
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Address of Service:	St Michael's School, Kylemore Road, Ballyfermot Dublin 10
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Eircode:	D10 YK84
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Name of Registered Provider:	Maria Bourke
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Service type:	Sessional
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Date of Inspection:	15/10/2025
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No of pre-school children:	AM	41	PM	N/A
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Address of the Early Years Inspectorate:	The Early Years Inspectorate, Tusla Child and Family Agency, Carysfort House, Carysfort Avenue, Blackrock, Co Dublin
Inspection undertaken by:	L Magee
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

St. Michael's Preschool & Afterschool Service is a community-based service which operates from St. Michael's Primary School in a residential area on the south side of Dublin city. The service provides sessional care to children aged from 2 to 6 years and operates from 8:50am to 11:50am Monday to Friday from September to June. The service has two pre-school care rooms and an outdoor play area to the rear of the premises.

Staffing

There were eight adults present on the day of the inspection. All eight adults were working directly with the children. The registered provider is the principal of St Michaels Primary school.

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/ 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(2) (a)(b)(c)(d) and (4) Management and Recruitment

Regulation 11(1), (3) & (8)(c) Staffing Levels

Regulation 16(h)(i)(j)(k) Record in relation to Pre-school Service

Regulation 23 Safeguarding, Health, Safety and Welfare of Child

Regulation 28 Insurance

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 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

(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

(2) The inspection focused on records for 4 staff members who had been employed since the previous inspection dated 28 November 2022 in relation to regulations 9(2)(a), (d) and (4). Regulation 9(2)(c) was inspected for these 4 adults and a further four adults whose Garda vetting disclosure had been renewed in accordance with the Early Years Inspectorate Regulatory Notice.

(a) A minimum of two references had been sourced for all four new staff, from previous employers with records of verification checks carried out.

(c) Garda vetting disclosures were available for eight adults. Garda vetting disclosures had been renewed in accordance with the Early Years Inspectorate Regulatory Notice, which requires services to renew Garda vetting every three years.

(d) International police vetting was required and available for one new staff member.

(4) All new staff members held a major award in Early childhood Care and Education at a minimum Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

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.

(8) Without prejudice to paragraphs (2) to (7)-

(c) a registered provider of a sessional pre-school service shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.

Compliance Information

- (1) An adequate number of adults were working with the children when the inspector arrived unannounced at the service. There were 8 staff members working directly with 41 children.
- (3) The minimum adult/child ratio was maintained at all times. There were eight adults working directly with forty-two pre-school children on the day of inspection.
- (8) (c) Two adults were on the premises at all times.

Part IV – Information and Records

Regulation 16 – Record in relation to pre-school service

(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:

- (h) details of attendance by each pre-school child on a daily basis;*
- (i) details of staff rosters on a daily basis;*
- (j) details of any medication administered to a pre-school child attending the service with signed parental consent;*
- (k) details of any accident, injury or incident involving a pre-school child attending the service.*

Compliance Information

- (h) Details of the attendance of each child in both the preschool room in the main school building and the preschool room in the prefabricated school building were recorded at the time of entering and leaving the service.
- (i) The staff roster was available and accurately reflected the adults working in the service on the day of inspection.
- (j) The person in charge confirmed no medication had been administered to children since the term commenced in September 2025. Staff in both care rooms were familiar with the procedure for administration of medication as per the policy of the service.
- (k) Six accident and incidents records were reviewed. These records were signed by staff and parents and were completed appropriately.

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 to the service was adequately secured to ensure the safety of the children within and to avoid unauthorised persons accessing the service or children exiting unsupervised. Hand sanitisers, medicines and cleaning agents were stored safely out of reach of children. The toys and play equipment observed in use by the children on the day of inspection appeared in good working order. Emergency exits were clear.

Infection Control:

Liquid soap, warm water and paper towels were available to facilitate hand washing. The children were supported to wash their hands at regular intervals including after using the toilet and before meals. The service had an infection control policy in place. A cleaning schedule was in place and maintained to ensure the service, equipment and materials were regularly cleaned.

Administration of Medication:

The service had an administration of medication policy in place. There were documented care plans available for two children attending the service who required emergency medication. Staff working in the room with the children were aware of the treatment plans and demonstrated a thorough knowledge of the procedures to follow if the medication was required.

Fire Safety:

A fire drill was being conducted when the inspector arrived at the service. Staff demonstrated a clear understanding of the procedure to be followed in the event of a fire.

Non-Compliance Information

General Safety:

Medication for one child was not stored in its original packaging. The original packaging is required as it details the medication and dosage and specifies how it will be stored and administered by authorised staff.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

Parents of children who require medication for specific reason have been asked to provide original packaging for preschool. All parents of current children and any child starting will be made aware that all medication is required in its original package.

Supporting documentation submitted

General Safety:

Documentation submitted.

Summary Comment

The actions of the service have addressed the non-compliance. The regulatory requirement has been met.

Part VI - Safety

Regulation 28 - Insurance

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

Non-Compliance Information

The registered provider had evidence of insurance cover for up to 42 preschool children, however the insurance cover was only valid until 30/09/2025.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The school was delayed in providing the preschool with insurance cover but finally received the certificate. Remind the school about insurance a month before it is due.

Supporting documentation submitted

Updated Insurance cover for the preschool.

Summary Comment

Evidence of updated insurance was received on 3 November 2025. The regulatory requirement has been met.