

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DY269
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Name of Service:	Kkcreche Ltd
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Address of Service:	292 Sundrive Road, Crumlin, Dublin 12, Co. Dublin
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Eircode:	D12 AY82
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Name of Registered Provider:	Donna Brown
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Service type:	Full Day, Part Time, Sessional
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Date of Inspection:	01/07/2025
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No of pre-school children:	AM	28	PM	28
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Address of the Early Years Inspectorate:	1st floor Trinity Building, IDA Business Park, Southern Cross Road, Bray, Co. Wicklow.
Inspection undertaken by:	Sarah Quigley & Geraldine Kavanagh
Title:	Early Years Inspector(s)

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
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Description of service

Kiddies Korner Creche is a full day care service located in an urban area in Crumlin South Co. Dublin. Care and education are provided to children aged between six months and six years. The service is open from Monday to Friday between 07:45 and 18:00 hours. The service operates from a purposely adapted two storey residential premises. Three care rooms are located in the main building, and a purpose-built building located in the outdoor play area accommodates two further care rooms. An outdoor play space is located to the rear of the building.

Staffing

The service currently employs eleven staff members, not including the registered provider. On the day of inspection, eight staff members were present. The registered provider was not 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 area of governance/ information and records/ 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 – Management and recruitment

Regulation 11 - Staffing levels

Regulation 16 – Record in relation to pre-school service

Regulation 19 - Health, welfare and development of child

Regulation 23 - Safeguarding health, safety and welfare of child

Regulation 24 - Checking in and out and record of attendance

Regulation 28 – Insurance

However, on inspection additional non-compliance which posed a risk was identified under Regulation 29. These findings are outlined within the relevant regulation(s) within this report.

A sampling process was used to assess compliance under regulation 19. As a result, the scope of the inspection included the Toddler room, the Junior Wobbler room, the Wobbler room, and the Montessori room.

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

(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

(2)

Following a discussion with the person in charge it was confirmed that three adults had commenced working in the service since regulation 9 was last inspected on the 3rd May 2022. Regulation 9(2)(c) was assessed for all adults employed to work in the service. The following records were available for the three adults:

(2)

(c) Garda vetting disclosures were available for each of the eleven adults employed to work in the service and the registered provider. However, the service did not demonstrate compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years for four of the adults, as detailed under regulation 23.

(4) Two of the three adults held at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework.

Non-Compliance Information

The registered provider did not take appropriate measures to ensure the three adults employed to work directly with the children since the last date of inspection on the 3rd May 2022 were suitable and competent prior to commencing employment in the service as follows;

- (2)
- (a) (b)
- There were no references available for one of the staff members working in the service.
 - The two references each available for the other two staff members had not been appropriately verified by the registered provider.
- (d) International police vetting was required for one of the adults employed since the last date of inspection. Although a document was available for the adult which appeared to be international police vetting, the contents of the document could not be verified by the inspectors as they were not written in the English language.
- (3) Documentation reviewed evidence that the procedures specified above under 9(2) had not been carried out prior to the three adults commencing employment in the service, as detailed above under (2).
- (4) There was no evidence available to show that one of the adults who worked directly with the children held at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The registered provider provided the following response;

- (2)
- (a) (b) All staff files have been fully audited. Missing references have now been obtained and appropriately verified by us. Any unverified references previously on file have been replaced with newly obtained, signed references directly from past employers or other references.
- (d) The international police vetting document for the staff member in question has been officially translated into English by a certified translator and is now on file. A copy of the translation will be made available to inspectors.
- (3) Documentary evidence of all staff qualifications has been collected and filed. For the staff member whose Level 5 qualification was not evidenced at the time of inspection, a certified copy of their Major Award in Early Childhood Care and Education at Level 6 has now been submitted and is retained in the staff file. All of the documentation has been reviewed and certified and photographed.

(4) The provider has submitted the staff members level 6 certificate for early childhood education and care. The staff member has held this since 14/10/2024. A certified copy of their Major Award in Early Childhood Care and Education at Level 6 has now been submitted and is retained in the staff file. All of the documentation has been reviewed and certified and photographed.

A designated staff member has been appointed to review and verify all documentation before employment begins. All future international police vetting documents will be translated into English by a certified translator and stored alongside the original. A quarterly audit of staff files will be carried out to ensure continued compliance with all regulatory requirements under Regulation 9.

Supporting documentation submitted

Supporting documentation was submitted and reviewed by the early years inspector.

Summary Comment

The actions outlined as stated by the registered provider will address the non-compliances. The regulatory requirement has 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.

Compliance Information

- (1) An adequate number of adults were working directly with the children throughout the inspection. There were seven adults allocated to work directly with twenty-eight children during the inspection. The centre manager was available to assist in the care rooms where required.
- (2) The minimum adult to child ratio requirement was maintained in accordance with the ages and type of service delivered.

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

- (1)
- (h) A written record was available in the care room detailing the attendance of each preschool child on the day of inspection.
 - (i) Details of a staffing roster was available in the service and accurately reflected the staff in attendance on the day of inspection.
 - (k) Written records of accidents and incidents which occurred in the service were available on the day of inspection. A sample reviewed documented the necessary details.

Non-Compliance Information

- (j) Although it is acknowledged that records of the administration of medication which had been given to a child were available in the service, one of the records contained no evidence of signed parental consent.

Corrective & Preventive Action submitted by the Registered Provider

The registered provider provided the following response;

Corrective and Preventive Action

(1)(j)

The medication administration records for all children were immediately audited. The record in question has now been updated — the parent/guardian was contacted, and written consent has since been obtained, signed, and dated. All current medication forms have been reviewed to ensure parental consent is clearly signed before any medication is administered. The staff member involved was reminded of the importance of securing and recording written parental consent as per our medication policy. A designated staff member has been assigned to

double-check all medication forms upon receipt to ensure consent is in place and correctly documented. The Medication Policy has been regiven to all staff to clarify that no medication may be administered without prior written consent, except in a medical emergency where verbal consent is followed up in writing. Staff have received a refresher briefing on the updated policy and procedure to reinforce compliance. Medication records will now be audited monthly by the room leader or manager to ensure all entries are complete and accurate.

Supporting documentation submitted

Supporting documentation was submitted and reviewed by the early years inspector.

Summary Comment

The regulatory requirement has been met.

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

The inspectors observed appropriate care practices in place during the inspection. The children moved freely – exploring their environments, playing and engaging with staff and each other. Children wearing nappies were changed regularly and when required, and older children accessed the bathrooms freely and independently. Staff used opportunities when assisting with personal care such as nappy changing for warm individual engagement with the children.

Meals and snacks were provided at regular intervals to the children throughout the inspection, including a hot lunch. Staff and children sat together during mealtimes and staff encouraged younger children to self-feed, providing assistance where needed. Bibs were worn by younger children during meals to protect clothes from becoming soiled or wet. Drinks of water were available within the care rooms. Children were assisted to clean their faces and hands at appropriate times.

Younger children were afforded an opportunity to sleep after lunch. Sleep time was calm, and the rooms where children slept were conducive to sleep. Soothers were offered to children who used them when they were being placed to sleep. Staff provided the children with reassurance and comfort where required when they were

settling them to sleep, sitting with them and speaking gently. Areas were provided within the care rooms where children could rest or take a break from activities as desired.

The staff comforted children promptly if they became upset, offering reassurance and cuddles. Staff used an online application to communicate with parents/guardians providing individual reports on children's day on food, sleep, and 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

The inspectors found by observation of practice, review of documentation, discussion with staff and inspection of the premises that the registered provider had taken the following steps to safeguard children attending:

General Safety:

The toys and play equipment observed in use by the children on the day of inspection were safe and in good working order. The entrances into the service were appropriately secured to prevent unauthorised access or a child exiting the service unsupervised.

Infection Control:

An infection control policy was in place to inform practice. Schedules were in place and maintained to ensure the service, equipment and materials are regularly cleaned. Staff stated appropriate exclusion periods for adults and children with infectious illnesses were implemented in the service as per the policy.

Safe Sleep:

Staff were familiar with safe sleep guidance and detailed the safe sleep procedures in place in the service during discussions with the inspectors. Sleep logs were maintained in the dedicated sleep room and the younger care rooms, and individual children's observations recorded room temperature, breathing, colour, and position every ten minutes. Standard cots and low-level beds were available for sleep and were used in accordance with children's ages and developmental needs. The temperature of the rooms where children slept were maintained at the required temperature ranges.

Fire Safety:

The designated fire escape routes were clearly indicated and free from obstruction on the day of inspection. Staff members adequately outlined the evacuation procedures in place in the event of a fire and stated that fire drills are practiced regularly on a monthly basis.

Non-Compliance Information

General Safety:

1. 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. Four staff members working in the service did not have a Garda Vetting disclosure which was dated within the last 3 years.
2. The surface of the outdoor play area did not meet the wall in multiple parts creating a foothold in the surface posing a potential trip or injury hazard to a child.
3. Trailing cables were in reach of the children at a low level in the downstairs children's bathroom, the Montessori room, and the Playschool room posing a risk of injury to a child.
4. A record of an incident where a child banged their head in the service and received first aid contained no evidence that parents/guardians had been informed that the incident had occurred. This poses a risk to the continuity of care to a child following a head injury and was at variance with the policy and associated procedures in place in the service.
5. Part of the outdoor area which children walked through to access the designated outdoor play space contained a number of hazards which posed a potential risk of harm to a child. The gate in the outdoor play area which led to this space was also broken and not adequately secured. This allowed children access to the area and presented a number of risks to the children's safety as follows;
 - The area contained a long hose pipe, buckets of stagnant water, a pest control bait box, tins of paint, a wheelie bin, mops and sweeping brushes.

Infection Control:

6. The practices surrounding nappy changing observed on the day of inspection in the service were inadequate for infection control purposes as follows;
 - A staff member was observed taking three children to the nappy changing room whilst nappies were changed on two occasions during the inspection. During this time, two children were observed sitting on the floor of the nappy room playing while the staff member changed a nappy. On one occasion, a child was seen repeatedly throwing their soother on the floor of the nappy

room and picking it back up to mouth it. Another child also picked the same soother up and mouthed it, posing a risk of cross contamination.

7. The handwashing practices observed in some care rooms were inadequate for infection control purposes and at variance with the policy and associated procedures in place in the service.
 - Throughout the inspection in the Wobbler and Junior Wobbler rooms, children's hands were washed using a wet wipe including before meals and after nappy changing.
 - A staff member was observed to handle a child's food prior to giving it to them to eat with no handwashing beforehand.
 - Facial tissues were in use in the children's bathroom in the playschool for hand drying. The paper was observed sticking to children's hands when they were attempting to dry them following handwashing.
8. Toilet rolls in the children's bathrooms in the rear building were not appropriately stored in a dispenser for use meaning the rolls were repeatedly handled by children after toileting posing a risk of cross contamination.
9. Unlidded bins were in use in the Wobbler and then Montessori room which were accessible to the children.

Administration of Medication:

10. Four of the medication records reviewed on the day of inspection were incomplete and at variance with the policy in place in the service. This posed a risk of harm or overdose to the children receiving the medication as follows:
 - The four records had no documented evidence that a second staff member was present to witness the administration of medication to a child.
 - One of the records did not detail the dosage of medication that was administered to a child.

Action submitted by the Registered Provider

The registered provider provided the following response;

Corrective & Preventive Action

General Safety:

1. All staff whose Garda vetting had expired have now had their re-vetting applications submitted through the National Vetting Bureau. This was completed promptly following the inspection. The

service will now track to flag vetting renewals three months in advance. Staff vetting records will be reviewed monthly by the manager to ensure timely renewals

2. The surface of the outdoor play area has been repaired and now fully meets the boundary wall. This eliminates any gaps that previously posed a trip hazard to children. The outdoor play surface is now included in the daily visual safety check conducted by room leaders, and any maintenance needs will be logged and addressed promptly.
3. All trailing cables that were within children's reach in the bathroom, Montessori, and Playschool rooms have been either securely fixed to the wall or removed completely. Trailing cables are now part of the weekly room safety inspections. Staff have been instructed to report any new hazards immediately.
4. The incident form regarding the child who bumped their head has been fully completed and signed by the child's parents. The parents were informed, and documentation was updated. Staff have been reminded of the importance of following the incident and accident policy. Forms must be completed the same day and reviewed weekly by management to ensure compliance.
5. All hazards in the outdoor access area, including buckets of water, tins of paint, and a bait box, have been removed. A hose holder has been installed, and wheelie bins have been now placed behind a white fence. This access area is now included in daily outdoor checks.

Infection Control:

6. The nappy changing area has been reorganized and new procedures have been introduced. Staff now use walkie-talkies to request the manager to supervise their room while they change nappies, ensuring children are never brought into the nappy changing room. All staff have been trained on the updated procedure, and walkie-talkies are now used in all rooms. Compliance is monitored by room leaders and management through weekly observations.
7. A new handwashing policy has been rolled out to all rooms. Staff have been briefed, and children are being guided through proper handwashing routines. Child-friendly posters have been placed by all sinks, and handwashing is now supervised at key times. Babies, Wobblers and toddlers will be brought to the bathroom to wash their hands.
8. Toilet roll dispensers and paper towel holders have been installed in the playschool and Montessori bathrooms to prevent cross-contamination. These dispensers are now checked daily by the cleaning team and restocked as needed. Their condition is also reviewed during weekly health and safety audits.

9. All open bins in the Wobbler and Montessori rooms have been replaced with foot-operated, lidded bins that are inaccessible to children. The service is now going forward only going to used closed bins with foot pedals at all times.

Administration of Medication:

10. All medication records were reviewed and updated to include proper details and witness signatures. Parents have also signed where required. Staff were reminded of the importance of full documentation. A second staff member must now co-sign all medication administration records, and files are checked weekly by the Health & Safety Officer.

Kiddies Korner is committed to upholding the highest standards of care, safety, and compliance. All corrective actions have been addressed, and ongoing preventive measures are in place to ensure full adherence to Tusla's regulations.

Supporting documentation submitted

Supporting documentation was submitted and reviewed by the early years inspector.

Summary Comment

The actions outlined as stated by the registered provider will address the non-compliance. The regulatory requirement has been met.

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.

(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) Documentation reviewed evidenced that a record was maintained in the service which detailed the children's arrival and departure times each day.
- (3)
 - (a) A system was in place to ensure that visitors to the service could not gain entry without the approval of an employee. The entrance door to the service was secure, and a bell was in place for visitors to request entry.
 - (b) A record was available in the service which documented the entry of visitors. The person in charge requested the inspectors sign this record on arrival which detailed the time of arrival and departure, and the reason for entry.
- (4) Documentation reviewed evidenced the record detailed above in paragraph (3) was retained for the specified timeframe.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

Documentation reviewed evidenced that the preschool service was adequately insured for the type of service provided and the number of children in attendance.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

A registered provider shall ensure that the premises of the service are-

- (d) cleaned, maintained and repaired, as required, and*

Non-Compliance Information

Areas of the service were found to be in need of maintenance on the day of inspection as follows:

1. In the children's nappy area upstairs, the lacquered surface of the nappy changing table had worn away exposing the porous wood beneath which could not be effectively cleaned.

2. The linoleum flooring at one of the doors into the Toddler room was lifting exposing the flooring underneath and creating a trip hazard.
3. The lacquered surface of one of the radiator covers beside the children's toilet in the rear building had worn away exposing the porous wood beneath which could not be effectively cleaned.
4. The gate leading into the outdoor play area was broken and could not be secured. The gate and the wooden fence attached to it were broken in a number of places, exposing rusted nails and sharp splintered wood posing a risk of injury to a child.
5. In the outdoor play area, gaps and holes in the shock absorbent surfacing created an uneven surface posing a risk of injury to a child.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

1. The upstairs nappy changing table with a worn lacquered surface has been newly wrapped with vinyl wrapping to ensure the surface can be cleaned properly. This ensures the surface is hygienic and suitable for daily use. All furniture in changing areas is now checked monthly as part of the maintenance schedule. Any signs of wear will be reported and addressed immediately.
2. The damaged linoleum at the door to the Toddler room has been repaired, and the flooring has been secured to remove the trip hazard. The area was made safe on the same day. Weekly checks are now carried out on all door entry flooring to identify and fix any lifting or damage early, preventing similar risks in future.
3. The damaged radiator cover near the rear toilet has been sanded and sealed, and painted with washable paint. All radiator covers have been reviewed for wear and are now part of the bi-monthly maintenance inspection. Any worn surfaces will be promptly refinished or replaced.
4. The broken outdoor gate and its attached wooden fence were removed and replaced with a secure removable, child-safe gate. All broken wood, splinters, and rusted nails were safely disposed of. Outdoor structures will be inspected weekly by staff and formally checked monthly by management to ensure all equipment remains secure and hazard-free.
5. The gaps and holes in the shock-absorbent surfacing have been filled and repaired, creating a smooth, even surface. The play surface is now checked daily before outdoor time and included in the monthly facility audit. Repairs will be arranged immediately if damage is found.

Supporting documentation submitted

Supporting documentation was submitted and reviewed by the early years inspector.

Early Years Inspectorate Regulatory Report Pre School

Summary Comment

The regulatory requirement has been met.