

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015KE142
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<b>Name of Service:</b>	Ballymore Eustace Community Playgroup
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<b>Address of Service:</b>	Resource Centre, Ballymore Eustace, Ballymore Eustace, Co. Kildare
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<b>Eircode:</b>	W91 TP8V
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<b>Name of Registered Provider:</b>	Aine McCarville, Carol Nevin
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<b>Service type:</b>	Part Time, Sessional
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<b>Date(s) of Inspection:</b>	13/05/2025
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<b>No of pre-school children:</b>	AM	20	PM	N/A
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<b>Address of the Early Years Inspectorate:</b>	Tusla Child and Family Agency, Suite 7, Vista Primary Care, Ballymore Eustace Road, Naas, Co Kildare
<b>Inspection undertaken by:</b>	Fiona Carty
<b>Title:</b>	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).

<b>Conditions if applicable</b>	Not applicable.
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### Description of service

Ballymore Eustace Community Playgroup is a not-for-profit childcare service located within Ballymore Eustace Resource Centre, Co Kildare. A service is provided to children aged 2 to 6 years. The service offers the Early Childhood Care and Education Scheme (ECCE) Monday to Friday from 9.00am to 12.00pm for 38 weeks of the year an additional hour and a half of care is available to the children attending. The premises comprises of two care rooms and an outdoor area to the side of the building.

### Staffing

There were three adults present on the day of inspection including the person in charge. The registered providers do not work in the service.

### 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 following regulations:

Regulation 9 – Management and Recruitment

Regulation 11 – Ratios

Regulation 16 – Information and Records

Regulation 19 – Health, Welfare and Development of the child

Regulation 23 – Safety

Regulation 25 – First Aid

Regulation 26 – Fire

These findings are outlined within the relevant regulations within this report.

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 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

(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 registered provider ensured that there was a designated person in charge, known as the manager, and a named person available to deputise.

(b) The manager answered the bell upon arrival to the inspector and remained on the premises, along with the named person, throughout the period of inspection.

(2) Recruitment files for five adults were reviewed;

(a)(b) There were seven validated references from previous employers and one from a source other than a past employer available for inspection.

(c) Garda vetting disclosures were available for all five adults.

The service did not demonstrate compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

This non-compliance will be recorded under Regulation 23.

(d) International police vetting was not required as no person had lived outside the State for a period exceeding 6 months as an adult.

(4) All adults, working directly with the children, held at least a major award in Early Childhood Care and Education at level 5 or above on the National Framework of Qualifications.

### Non-Compliance Information

(2)(a)(b)

Two references for one staff member were not available for inspection.

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

#### Corrective and Preventive Action

(2)(a)(b)

Staff member got two references from previous childminding jobs. The manager rang and verified both references. Make a checklist for staff folders to ensure all documents are present and up to date.

#### Supporting documentation submitted

(2)(a)(b)

Evidence of two references were submitted for review. New checklist submitted.

### Summary Comment

The corrective and preventive actions together with the supporting documents were reviewed by the inspector and are deemed to meet the requirements of Regulation 9.

## 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)-*

*(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 with the children at all times. There were three adults working directly with twenty children.

(2) The minimum ratio of adults to children was maintained at all times.

(8)(a) There were three adults on the premises during the inspection and staff reported there are a minimum of two adults present 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

- (1)
- (h) A written record was available in each care room detailing the attendance of each preschool child on the day of inspection.
  - (i) A staffing roster was available in the service detailing hours of work for each staff member on the day of inspection.
  - (j) Signed parental consent was available to administer temperature reducing and emergency medication.
  - (k) A sample of ten accident and incident records were reviewed and were signed by staff and adults and completed appropriately.

### 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

The children's learning, development and well-being being supported by the staff and the environment.

There were two rooms available to the children namely the main room and the quiet room.

The rooms had clearly defined interest areas such as home corner, construction area, art area and book corner, with soft mats and cushions. Materials and equipment were stored on low level shelves and had a variety of small world play and puzzles available to the children.

There was a variety of age and developmentally appropriate materials and equipment in both the indoor and outdoor play areas. These provided opportunities to enhance the learning needs of all of the children across all developmental areas. The indoor play materials and equipment were available from baskets and drawers placed on low-level shelving which were easily accessible, encouraged independence and offered choice. The care rooms were bright with lots of natural light. Family photographs and children's artwork were displayed on the walls. The children also spent time outdoors which had a number of ride on toys, balancing beams, water play and a mud kitchen.

Food was provided by parents and guardians. The room had child sized tables and chairs for children to sit at for mealtimes and tabletop activities. Staff were observed to sit with children throughout mealtimes engaged in conversation creating a sociable atmosphere.

The children had the opportunity to rest/relax on soft furnishings in the quiet room. Staff were available in both care rooms to assist them with a variety of activities including playdough, painting and construction games.

Children were comforted in a timely manner and their feelings were acknowledged when situations arose. Staff made themselves available to the children to scaffold and extend learning as well as be available should a child require support.

Children were observed to access the toilet independently with help given when required.

### 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

Measures had been taken to safeguard the children as outlined in the examples below:

##### General Safety:

Access to the service was secure ensuring no unauthorised access to or from the building. Cleaning materials were stored out of reach of children. Heavy storage equipment was anchored, preventing them tipping or falling on children and cables were out of reach of children.

##### Infection Control:

Children washed hands after using the toilet and before snack. Thermostatically controlled warm water was available to the children along with liquid soap and paper towels. Pedal bins were available throughout the service.

##### Fire Safety:

The emergency exits were unobstructed. Evidence of regular recorded fire drills were observed by the inspector.

#### Non-Compliance Information

##### General Safety:

1. The service did not demonstrate compliance with the Regulatory Notice to renew Garda vetting every three years for four adults.

##### Administration of Medication:

2. Three children attending the service required emergency medication to be administered if required. Whilst there was signed parental consent to administer the medication there were no care plans available for any of the children detailing the signs, symptoms and actions to take should the medication be required to be administered. This can affect the care provided to the children in the event of an emergency.

#### Action submitted by the Registered Provider

#### Corrective & Preventive Action

##### General Safety:

1. All three Garda vetting that had expired in April 2025 has since been renewed. The service will check garda vetting at the start of each year to ensure it is applied for on time in the future that is included in our staff checklist folder.

### Administration of Medication:

2. An administration of medication form has been placed on the notice board for all staff to see and be aware of different allergies within the setting. This form will be updated frequently when required in the future.

### Supporting documentation submitted

#### General Safety:

1. Updated Garda vetting disclosures submitted.

#### Administration of Medication:

2. Detailed care plans for children with allergies submitted.

### Summary Comment

The corrective and preventive actions together with the supporting documents were reviewed by the inspector and are deemed to meet the requirements of Regulation 23.

## 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) A person with current first aid responder training was available to the children throughout the inspection.
- (2)
  - (a) The first aid box was suitably equipped and stored in a conspicuous position.
  - (b) The first aid box was always available for use

## 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.*

### Compliance Information

- (1)
- (a) A written record was available detailing fire drills that had taken place in the service. The record showed that the last fire drill had taken place on the 10<sup>th</sup> April 2025.
  - (b) There was a record to show that the firefighting equipment had been serviced on the 30<sup>th</sup> September 2025, and that maintenance of the fire detection and alarm system had also taken place on the 18<sup>th</sup> April 2025.