

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015KE147
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Name of Service:	Memory Lane Playschool
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Address of Service:	Room 3, The Mill, Celbridge, Co. Kildare
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Eircode:	W23 P6P5
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Name of Registered Provider:	Caroline Pierce
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Service type:	Sessional
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Date of Inspection:	24/09/2025
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No of pre-school children:	AM	17	PM	8
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Address of the Early Years Inspectorate:	Early Years Inspectorate, Suite 7, Vista Primary Care, Ballymore Eustace Rd, Naas, Co Kildare
Inspection undertaken by:	R. Brien
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

Memory Lane Playschool is a privately owned sessional service which provides care to children aged 2 to 6 years. The service is registered to operate from 08:50 to 11:50 and from 12:00 to 15:00, Monday to Friday.

The service operates from a room on the first floor of a multi-use community centre in Celbridge, Co Kildare. There is a fully enclosed outdoor play area with grass surfacing available on the grounds of the centre. The service also has access to an indoor hall.

Staffing

The service currently employs three staff. There were two adults working directly with the children on the day of inspection. The registered provider works directly with the children in the service but 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/ health, welfare and development of child and safety. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under the following regulations:

9 (1)(a)(b),(2)(a)(b)(c)(d),(4) – Management and recruitment,

- 11 (1),(3) – Staffing levels,
- 19 (1)(a)(b) – Health, welfare and development of child,
- 23 – Safeguarding, health, safety and welfare of child,
- 25 (1),(2) – First aid,
- 26 (1),(4) – Fire safety measures.

However, on inspection additional non-compliance was identified under regulation 8 (1),(3) – Notification of change in circumstances.

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 person in charge, 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.

(3) Where a registered provider has been unable for good and proper reason to notify the Agency within the time specified in paragraph (1) or (2), as the case may be, of a 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), the registered provider shall notify the Agency in writing of the change as soon as possible thereafter.

Non-Compliance Information

(1)(3)

The registered provider did not notify the Agency in advance of implementing changes to the service's registered details. The service is registered to provide sessional care, however, on inspection a child was attending the service on a full day care basis.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

Hours have been adjusted accordingly. Do not allow any children to stay outside of registered hours.

Supporting documentation submitted

Written evidence was presented to demonstrate the corrective and preventive actions submitted by the registered provider.

Summary Comment

The corrective and preventive actions as stated by the registered provider have been deemed to address this non-compliance.

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

(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,

(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)(b)

The service had a designated person in charge and a named person to deputise as required.

(2)

The inspection focused on the recruitment records for one adult employed since the last inspection on 30 November 2023. Regulation 9(2)(c) was reviewed in respect of all adults who work in the service. Documentation was reviewed in respect of these adults and met regulatory requirements as follows;

(c)

Garda vetting disclosures from the National Vetting Bureau of An Garda Síochána were available for three adults. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(4)
Records were available evidencing that the staff member who was employed to work directly with the children held the required qualification or equivalent.

Non-Compliance Information

(2)(a)(b)
There were no validated, written references from a past employer or a source other than a past employer available for the adult who had been employed since the last inspection.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(2)(a)(b)
References and have been acquired and contacted. Acquire the documents before any employee begins working in Memory Lane Preschool.

Supporting documentation submitted

Written evidence was presented to demonstrate the corrective and preventive actions submitted by the registered provider.

Summary Comment

The corrective and preventive actions as stated by the registered provider have been deemed to address this non-compliance.

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)

An adequate number of adults were working directly with the children at all times during the inspection.

(3)

The minimum ratio of adults to children for sessional care services was adhered to at all times during the inspection. There were seventeen children attending being supervised by two adults on the day of inspection.

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 service had a healthy eating policy in place and staff reported that children bring their lunch in from home. Lunch took place at 11:00 and children had a drink with their meal. Children were observed engaging in conversation with their peers and staff during their meal. Lunchtime was observed to be relaxed and sociable with children given time to eat their meal.

Children were given responsibility appropriate to their age and were encouraged and supported to be independent. Children were observed taking their lunches and drinks from their bags and cleaning up after their lunch and play. Staff provided an appropriate level of supervision whilst supporting the children's independence during play and lunch time.

Staff displayed warmth and sensitivity during all interactions with the children throughout the inspection. Staff demonstrated a good awareness of the needs of each child in their care and responded to children's cues promptly. Staff were observed to use gentle tones and praise when promoting positive behaviour and were observed acknowledging children's achievements and efforts positively. The atmosphere in the service appeared calm and relaxed.

Children's language development was supported through one to one and group discussions, songs and stories which were observed during the inspection.

The staff described how they communicate with parents daily about their child at arrival and collection time.

The care room was bright and was arranged into defined areas of interest providing children with the freedom to play and explore. Designated areas of interest included sensory play, a home corner, small world toys, construction toys and a rest area and library. The care room provided a range of developmentally appropriate play experiences for the children and was adequately resourced with a variety of materials.

The environment was laid out to support the children's independence. Play materials were observed to be accessible to the children on low level shelving. Low level tables and chairs were available in the care room.

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.

- 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.

Infection Control:

- Liquid soap, warm water and paper towels were available to facilitate hand washing. Staff were observed to carry out hand washing as appropriate. The children were supported to wash their hands at regular intervals including before lunch.
- An infection control policy was in place to inform practice. The premises, equipment and materials appeared clean and maintained in good condition.
- Waste was managed appropriately with the use of pedal bins.

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 trained in first aid was immediately available to the children at all times on the day of inspection.

(2)

(a) A first aid box was safely stored in an easily accessible and conspicuous location within the room.

(b) A first aid box was available to the adults and children in the service at all times.

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)
- A written record was available detailing monthly fire drills that had taken place in the service.
- (b)
- The number, type and maintenance record of firefighting equipment and smoke alarms on the premises was available. There was a record to show that the fire fighting equipment had been serviced on 27 August 2025 and that quarterly maintenance of the smoke alarm system had taken place on 16 April 2025.
- (4)
- The procedures to be followed in the event of a fire were displayed in a conspicuous location within the service.