

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015KE203
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<b>Name of Service:</b>	Klever Kidz Preschool
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<b>Address of Service:</b>	1 College Farm Green, Newbridge, Co. Kildare
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<b>Eircode:</b>	W12 DN44
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<b>Name of Registered Provider:</b>	Karen O'Neill
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<b>Service type:</b>	Sessional
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<b>Date of Inspection:</b>	07/05/2025
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<b>No of pre-school children:</b>	AM	18	PM	16
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate Primary Care Centre, Church Avenue Tullamore Co Offaly, R35K1W4
<b>Inspection undertaken by:</b>	A Spain
<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

Klever Kids preschool is a sessional service in operation since September 2015. The service cares for children in the age range 2 to 6 years between the hours of 9.00am and 12.00pm and between 12.30 and 3.30pm daily. The service is located in a residential housing estate in Newbridge, Co. Kildare and is attached to the registered provider's private residence. Rooms include a playroom, sensory room, office and sanitary accommodation for children off the playroom. An outdoor play area is available directly off and at the back of the service.

### Staffing

The registered provider and two staff members provide direct care to the children. A staff member who can provide relief cover is available if required.

### 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 announced 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:

- Regulation 9 – Management and recruitment,
- Regulation 11 – Staffing levels,
- Regulation 15 – Records of pre-school child,

Regulation 19 – Health, welfare and development of child,  
Regulation 20 – Facilities for rest and play,  
Regulation 23 – Safeguarding health, safety and welfare of child,  
Regulation 25 – First aid,  
Regulation 26 – Fire safety measures,  
Regulation 27 – Supervision,  
Regulation 28 – Insurance.

A sampling process was used to assess compliance under regulation 15 Records of pre-school child. The scope of the inspection included all rooms in use in the service and the outdoor play area.

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, 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 both a designated person in charge and a named person to deputise as required.

(b)

Both the designated person in charge and the named person to deputise as required were present on the arrival of the inspector and for the duration of the inspection.

(c)

It was observed on inspection that there was a clear management structure. Staff were familiar with their roles and responsibilities and children were observed to respond well to staff as they addressed their care needs.

(2)(a)(b)

Two references from past employers were held on file in respect of the registered provider and two staff members working in the service. A reference from a past employer and a reference from a reputable source were held on file for the staff member who may provide relief cover.

(c)

A Garda vetting disclosure was held on file in respect of the registered provider and three staff members. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d)

International police vetting was not required as none of the staff had lived outside of the state for over six consecutive months as adults

(3)

Records available confirmed that the necessary vetting procedures were conducted prior to appointment of staff to work directly in the service.

(4)

Records were available to confirm that staff held qualifications in Early childhood care and education varying from level 5 to level 7.

### 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)  
Three staff members cared for 18 children in the age range two and a half years to five years during the morning sessional service. Three staff also cared for 16 children in the age range two and a half years to five years during the afternoon sessional service.

(3)  
The inspector reviewed the children's attendance records and the staff roster for the week beginning 24 March 2025. Records confirmed that the maximum number of children in daily attendance in the morning session was 22 children with 3 staff members present. Records also confirmed that the maximum number of children in daily attendance in the afternoon session was 17 children with three staff members present.

### 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-*

- (a) a parent or guardian of a pre-school child but only in respect of the record relating to that child,*
- (b) an employee who is authorised in that behalf by the registered provider, and*
- (c) an authorised person.*

#### Compliance Information

(1)(a)(b)(c)(d)(e)(f)(g)(h)(i).

The inspector reviewed a sample of eight child records. Information was available in respect of regulation (1)(a) to (i) in relation to records reviewed.

(3)(a)(b)(c)

Children's records were organised in designated folders and were open to inspection by the inspector on the day of inspection. Records were also open to inspection by staff members as required and by a parent in respect of their child.

### 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

(1)(a)

At 10.30am, the snack provided by parents and guardians consisted of sandwiches, rolls, rice cakes, brown bread and fresh fruit including cut grapes, orange and strawberry pieces. Children had beakers of water and fresh drinking water was also available in the service. Snack time was unhurried and was observed as a time used by staff to promote children's social interaction with their peers. Children's toileting needs and hand washing were promptly and sensitively attended to by staff. There was an established daily routine which offered predictability for the children. After break, preparing for outdoor play was well- signalled in advance and children were afforded time to finish lunch and return lunch boxes to their bags at their individual pace.

Children in both sessions were observed to enjoy child directed play under adult supervision which took place in the outdoor play area. The outdoor area was utilised by children to run, move around and dance to music.

Children's individual preferences were accommodated as they played outdoors with the water tray, on wheel along toys, on swings, in the igloo, drawing with chalk and on the balancing containers. The outdoor play kitchen and home corner were availed of to make "tea" for the visiting inspector.

Staff were observed to be kind and caring in their interactions with children and responded promptly to requests for assistance from the children who appeared to be comfortable in their presence. Children's sense of identity and belonging were reflected in the playroom. Artwork on display included "my portrait" pictures and handprints. A birthday wall, home corner, dress up area and self-care station were provided in the playroom.

In addition to daily handovers and a messaging system, individual child folders were maintained in the service to reflect activities the children undertook and achievements of the children for subsequent take at year end.

### Part V - Care of Child in Pre-school Service

#### Regulation 20 – Facilities for rest and play

- (1) Subject to this regulation, a registered provider shall ensure that-
- (a) having regard to the number of pre-school children attending the service, their respective ages and the amount of time they spend on the premises, there are adequate and suitable facilities for each child to play indoors and, where required by these Regulations, outdoors, during the day, and
  - (b) there are adequate and suitable facilities for a pre-school child to rest during the day, and in the case of an overnight pre-school service, during the day and the night.
- (4) Where outdoor space to which the pre-school children attending the service have access is provided on the premises of a sessional pre-school service other than such a service to which paragraph (2) applies, a temporary pre-school service or a pre-school service in a drop-in centre, the registered provider shall ensure that such outdoor space is suitable, safe and secure.

#### Compliance Information

(1)(a)

Both the indoor and outdoor play areas were bright and colourful. Play equipment and materials offered the children opportunities to extend their learning around chosen activities and areas of interest. The indoor play room and sensory room was resourced with play equipment at low level for children to select items they chose to play with. A kitchen, prams, dolls and a shopping trolley was noted in the home corner. The dress up area was stocked with a variety of dress up clothing within easy reach of children. Train sets, animals, small toys on wheels were provided. A good selection of art resources was provided, including a blackboard, paint, paper, chalk and colours. Open ended construction materials, building blocks, jigsaws and puzzles were among the toys noted for tabletop activities. Picture story books were provided to promote an early interest in reading.

The outdoor play area promoted physical activity and play. Play equipment included swings, a range of cycling and ride on toys, a kitchen area with utensils and kitchen equipment, a water tray, colourful balancing toys and a tepee. Children in both sessions were observed to enjoy running, jumping, dancing, playing with containers in the water tray and on the drive along toys.

(b)

A soft couch was provided in the playroom for children to rest as necessary. Soft floor cushions were available in the sensory room for relaxation. A low level picnic table and bench were provided for children to sit and rest outdoors.

(4)

The outdoor play area was provided with an all weather surface used by the children to colour on using chalk sticks. The area was directly off the playroom and easily accessible to the children in attendance. The area was safely and securely fenced in by the back wall of the premises, concrete walls on two sides and a cladding wall on the remaining gable end. A timber gate bolted from outside was provided to deny children unsupervised access to the open gable end of the premises. The high level timber gate at the front gable end of the entrance prevented unauthorised access to the premises and the outdoor play area.

### 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 external timber door leading from the gable end of the building to both the playroom and the outdoor play area was secured with a bolt from inside. A bell was provided externally on the door to facilitate supervised access to the service. A high level latch was placed on the door leading directly into the playroom to guard against unsupervised exit by children. Visibility strips were placed on the glass panel door leading to the service and the double glass doors leading to the outdoor play area to guard against impact injury. Child proof locks were provided on presses used to store chemicals and presses used to store toys and play equipment not in everyday use but rotated for use. The play equipment in use indoors and outdoors was observed to be in a good state of repair and well maintained. The low level open shelving used to store children's bags and coats ensured children had free floor space in the playroom and assisted floor cleaning. Storage boxes were provided outdoors to facilitate the storage of toys not in constant use and after play activities.

##### Infection Control:

Children were observed to wash hands under supervision on arrival to the service and after using the toilet. Thermostatically controlled hot water, liquid soap, disposable paper towels and foot pedal operated bins were provided in the children's sanitary accommodation. Hop ups were provided at children's toilets and wash hand basins to assist children's use of the toilets and for handwashing as necessary. An openable window was provided in both the playroom and in the sanitary accommodation to ensure good ventilation in both areas. Refuse and

waste were stored in a sealed bin outside of the outdoor play area. The heavy duty floor linoleum throughout the service and brightly painted walls were observed to be clean and well maintained.

### Administration of Medication:

No medicines were administered to the children on the day of inspection. Temperature reducing medication was held in the service. A permission sheet to administer temperature reducing medication was available if required and records of any administration of medication as signed by both staff and parents, were held in the service.

### Fire Safety:

A smooth and unobstructed concrete path led to both the entrance door to the playroom and to the outdoor play area. When queried, staff had a clear understanding of the fire drill procedure and the location of the fire assembly point close to the front of the service.

### Outing:

The registered provider advised that the service does not go on outings.

## 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)

Two staff members had up to date FAR (first aid responder) training with an expiry date of the April 2027.

(2)(a)(b)

The first aid box was stored in a high level press over the sink in the playroom and in an area easily accessible to staff working directly with the children in 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 premise*

*(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 record was maintained of fire drills as conducted in the service. Records confirmed that the last monthly fire drill was conducted on the 9 April 2025 in both the morning and afternoon sessions

(b)

The maintenance records for the firefighting equipment confirmed that the fire extinguishers located at the back exit door off the playroom were newly purchased in April 2025. The maintenance record for the smoke alarm system confirmed that a service was conducted in January 2025.

(4)

A notice of the procedure to be followed in the event of a fire was posted on the wall in the playroom. The fire assembly point was located outside the service and at the front of the dwelling house.

## Part VI - Safety

### Regulation 27 – Supervision

*A registered provider shall ensure that pre-school children attending the service are supervised at all times.*

#### Compliance Information

Children were observed to be supervised by sight and sound effectively in the playroom and outdoors by the three staff members present.

## Part VI - Safety

### Regulation 28 - Insurance

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

#### Compliance Information

The service had insurance cover for a maximum of 22 children in daily attendance at any one time in a sessional service. Insurance cover was valid from the 28 March 2025 to the 27 March 2026.