

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015KK076
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Name of Service:	Talbots Gate Childcare and Early Learning Centre Limited
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Address of Service:	31 Talbots Gate, Freshford Road, Kilkenny, Co. Kilkenny
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Eircode:	R95 D577
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Name of Registered Provider:	Laura Fitzpatrick
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Service type:	Full Day, Part Time, Sessional
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Date(s) of Inspection:	16/04/2026
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Date 2 of Inspection:	17/04/2026
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No of pre-school children:	AM	73	PM	46
Day 2	AM	57	PM	49

Address of the Early Years Inspectorate:	Early Years Inspectorate, Tusla Child & Family Agency, Athy Road, Carlow.
Inspection undertaken by:	Norma Thornton
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).

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Description of service

Talbots Gate Childcare and Early Learning Centre Limited is a registered full day childcare service located in the residential estate of Talbots Gate, off the Freshford road in Kilkenny city.

The service provides sessional, part-time and full day childcare services for children aged one to six years. The service operates from a residential building which has been adapted from two terraced two-storey houses in the centre of Talbots Gate residential estate.

The service operates from 07:45 to 18:00 hours Monday to Friday, for 52 weeks of the calendar year.

There are four preschool classrooms and a designated sleep room located on the ground floor and four preschool classrooms, on the first floor which are accessed via a separate entrance door and staircase at the right-hand side of the main entrance.

There is an outdoor play area provided in the backyard of the building.

Staffing

There were 18 staff members employed in the service including the registered provider, 13 early years educators, 3 school age practitioners, 1 student, and 2 service assistants. An activity contractor was also visiting on day 1 of the inspection. All 13 early years educators employed to work directly with the pre-school children in the service held qualifications in early childhood care and education ranging from Level 5 to Level 8 on the national Quality and Qualifications Ireland (QQI) framework.

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

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This inspection was unannounced and focused on the area of governance/ health, welfare and development of child/ safety/ premises and facilities. *The* inspection may also focus on other areas as required.

A sampling process was used to assess compliance under the following regulations.

Regulation 15- Record of a Pre-School Child,

Regulation 16- Record in Relation to Pre-School Service,

Regulation- 19(1)(a)(b)- 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 25- First Aid,

Regulation 26- Fire Safety Measures,

Regulation 31- Notification of Incidents

As a result, the scope of the inspection included rooms name rooms...

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.

Additional Information

A referral was made to the Fire Officer due to potential fire safety risk observed on day 1 of the inspection, within the service.

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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.

Statutory Notices

Notice	Date Served	Detail
Improvement Notice IN1481	17/04/2026	In the aftermath of a recent notification of incident, adequate risk management has not been implemented to reduce risk of future similar incidents.
Status	Action was taken by the registered provider immediately following service of the notice and the provider submitted a written response with detailed corrective and preventative actions which were accepted by the inspectorate.	

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 was the designated person in charge on the day of inspection. There were two named deputy designated persons in charge available to deputise as needed.

(b) The staff roster presented to the inspector demonstrated that while the service was in operation the designated person in charge or one of the named deputy designated persons in charge was on site.

(2) Eighteen staff files and one student file were reviewed by the inspector.

(a)(b) Two validated references were available for each of the 18 staff members employed in the service from either a past employee or a reputable source. Two references were also provided for the student on placement in the service.

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(c) Garda Vetting Disclosure certificates were available on file for each staff member, for one student and for the activity contractor present in the service on Day 1 of the inspection. The registered provider demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda Vetting every three years.

(d) Police vetting disclosure certificates were available for seven staff members who had lived in a state other than Ireland for a period of longer than six months.

(4) The inspector observed that for the 13 early years educators, employed in the service to work directly with the pre-school children, certificates of qualifications ranging from Level 5 to Level 8 on the national Quality and Qualifications Ireland framework were maintained on file.

Non-Compliance Information

(3) The registered provider did not demonstrate that all the procedures specified in paragraph (2) were all carried out prior to new staff members commencing employment in the service. Police vetting disclosure certificates for one staff member were not available on file on Day 1 of the inspection but were presented on Day 2 of inspection.

Corrective & Preventive Action submitted by the Registered Provider

The following corrective and preventive actions were submitted by the registered provider.

Corrective and Preventive Action

A police vetting certificate was not present for one staff member. The registered provider immediately requested the certificate from the staff member, and it was sent on the same evening.

To prevent the non-compliance from re-occurring in the future, a checklist for the Tusla Staff files Folder has been developed and will be used when gathering all required documentation for any new staff members. The Staff Recruitment policy has been updated to include the requirement for Spanish employees before they commence employment.

Supporting documentation submitted

Copy of police vetting certificate.

Copy of revised recruitment policy and recruitment document checklist.

Summary Comment

The actions submitted are appropriate to address the non-compliance. The implementation of these actions will be reviewed on next inspection.

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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.

(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) On both inspection days the registered provider ensured that there was an adequate number of qualified staff members on site directly caring for the pre-school children in attendance.

(2) On the morning of Day 1 of the inspection, there were 73 pre-school children aged 1 to 6 years of age on the premises directly cared for by 12 staff members.

In the evening 46 pre-school children remained in the service directly cared for by 10 staff members.

On the morning of Day 2 of the inspection there were 57 pre-school children directly cared for by 11 staff members and in the evening 49 pre-school children remained in the service directly cared for by 10 staff members.

(8)(a) On review of the service's weekly staff roster, the inspector was assured that the registered provider ensured that there was always at least two staff members on the premises at all times while the children attended the service.

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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.*

Compliance Information

(1)(a) to (i) On review of a sample of 12 registration records of pre-school children attending the service, the inspector observed that records of the particulars (a) to (i) were maintained on record for each preschool child attending the service.

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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:

- (a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;*
- (b) details of the class of service and the age profile of children for which the service is registered to provide services;*
- (c) details of the adult:child ratios in the service;*
- (d) the type of care or programme provided in the service;*
- (e) the facilities available;*
- (f) the opening hours and fees;*
- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (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) On review of documents available on file in the service, the inspector was assured that a record was maintained in writing by the registered provider of the information required in elements (a) to (k).

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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) Throughout the pre-school rooms in the service, the inspector observed the staff in conjunction with the children had created physical learning environments to promote the children's connection with the service, their identity and belonging with family trees in each classroom, displaying children's individual families.

Each child had a learning journal displaying and recording moments of learning through the various activities that they experienced in the service, for example photographic evidence of sensory play and art and craft materials in line with planned curriculums in each classroom.

Each classroom from the wobblers room to senior preschool / play school rooms had age-appropriate physical environments which included kitchen/ home corners, art and creativity areas, construction areas, rest and relaxation areas, all resources with open-ended play materials to stimulate imaginary play and invite children to engage in play.

Low- level shelving with age-appropriate play resources such as jigsaws, manipulative and connective materials, pegboards were all easily accessed by children who were observed to choose each activity they wished to play independently and were familiar with where their play materials and resources were stored.

The staff in each class provided the inspector with evidence of planned curricular activities developed in discussion and acknowledgement of the children's emergent interests. Staff documented children's emergent interests in several ways, for example with a "curriculum progression and observation station" which records elements of children's ideas, exciting news or achievements.

There were visual photographic daily routines displayed for the children displaying which activity followed another. On day 1 of the inspection an external contractor was onsite providing a physical ball skill activity and children and parents in the service had the choice of whether to avail of the activity or not.

Children who were partaking in the activity transitioned in organised groups to the outdoor play area where they met the program facilitator with members of the staff in the service also present ensuring the adult to child ratios were maintained.

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Meanwhile the children who remained in the classrooms continued to enjoy their planned classroom activities such as free play, story time or art and craft activities.

Staff were observed to communicate with all the children at their level, ensuring that not only children's learning activities and enjoyment in the service was supported but also ensuring children's basic care needs were met.

Children's nappy changing and toileting needs were attended as needed and checked frequently with staff observed explaining to children before carrying out nappy changing procedures or supporting children with toilet training. Positive reinforcement was relayed frequently by staff through the course of the inspection with the adult praise cementing children's achievements and positive behaviours.

Mealtimes were observed to be familiar rituals for the children in the service with handwashing and tables being laid while singing familiar songs.

Meals were prepared in the service, with homemade scones served with butter and homemade jam at snack time service with milk or water. Children adjusted the butter and /or jam to their liking and some who requested cheese with their scones instead were provided for. Bananas and crackers were another option for those who didn't want scones. On day 2 a fruit salad of mandarin, peach, pear and apple was served with plain yoghurt and bread sticks.

The food at dinner time was served to each classroom in large serving bowls with all staff and children seated. Children were encouraged to service themselves and to try new foods that they may have not tried previously at their own will. Dinner on day 1 included mashed potato, a medley of green vegetables- broccoli, beans and peas and home-made breaded chicken goujons while dinner on day 2 was homemade pasta bolognese with minced beef and hidden vegetables served with grated cheese.

Children were supported by staff at mealtimes, serving themselves independently, making choices about what they choose to eat and returning for extra portions later if they wished.

Children with additional needs were supported in choosing foods that they would eat, and staff were observed to note whether children ate well or didn't, to ensure this information was shared with the child's parents at collection times.

Younger children under two years of age took their naps according to their individual daily routines which were observed displayed in the wall of the wobbler classroom developed in conjunction with their parents.

All other children in the service who wished to nap during the day had a classroom designated for nap time after the dinner.

All the children were observed to enjoy access to the outdoor play area throughout the inspection with each classroom aware of their rostered time in the outdoor play space.

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The inspector observed that the registered provider and staff communicated with parents at drop off and collection times in a very confidential and effective manner ensuring daily information was exchanged on the developmental progress and care of each child.

Parents were also communicated to with class news via a class media application and seasonal newsletters sharing new about activities in the service, reminders about equipment needed such as all-weather gear, spare sets of clothes and revised policies for parents to read.

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 main entrance to the service was secured with a keypad call system of which the pass code was only known to the staff members employed in the service. A clear windowpane in the entrance door allowed any approaching visitors to the service to be clearly seen from the reception desk. The outdoor play area at the back of the building was secured at each side entrance with high side gates and a high cement block wall around the perimeter.

Infection Control:

Suitable toilet and nappy changing facilities were provided near each classroom, to meet the numbers and needs of the children in attendance.

All handwash basins were supplied with liquid hand soap and paper towelling, which the children could easily access and use.

Children were observed to use the toilet and hand-washing facilities with ease, while staff were observed to support and prompt the children to wash their hands correctly after using the toilet, after messy and outdoor play and before snack and mealtimes.

Staff were observed to carry out nappy changing procedures in line with the service's nappy changing policy and in adherence with the service's hand washing and infection control policy.

Administration of Medication:

In discussion with the staff the inspector was assured that staff were well informed regarding any administration of medications in the service in line with the service's administration of medication policy.

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On review of a sample of 16 past administration of medication forms, the inspector observed that procedures for administration of medications were carried out and recorded in accordance with the service's administration of medication policy.

Child centred plans had been developed specifically for individual children with personal medical needs, which staff familiar with regarding the storage of medications and administration procedures for same.

Safe Sleep:

There was a designated sleep room adjacent to the wobbler room which was mechanically ventilated and provided a suitably dimmed environment for children between 1 to 2 years to sleep in. Six standard cots were available, with suitable approved cot mattresses, fitted sheets and cellular blankets.

A supply of stackable beds with fitted sheets and blankets were available for children over two years of age to sleep in. The inspector observed that staff designated one or two of the ground floor classrooms as sleep rooms for children over two years who wished to nap while children who wished to continue engaging in activities moved to play together in one of the other classrooms.

The inspector observed the staff physically checking and recording each sleeping child's colour, breathing and sleep position every 10 minutes, and the sleep room temperature.

Outing:

Staff were aware of the service's outings policy should they wish to organise any outings away from the service in communication with parents.

Non-Compliance Information

General Safety:

See Statutory Notice section in relation to Improvement Notice IN1481 served.

- 1.The inspector observed that the fire doors between the classrooms and the toilet facilities provided on the first floor were closing quickly increasing the potential risk of a child sustaining a physical injury.
- 2.The finger guard protector on the door leading from the full day care playschool room on the first floor to the toilets was observed to be cracked and sellotaped to the door, not providing the protection that it was intended to.
- 3.The entrance door to the first-floor level classrooms, at the top of the stairs, was secured with a keypad system for which access could only be authorised by staff. However, the inspector observed that at the bottom of the

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access stairs for the first floor, the entrance door remained open or could be easily opened with potential unauthorised personnel gaining access to the stairwell.

Safe Sleep:

While staff were observed to ensure that the room temperature was maintained between 16 to 20 °C on day 1 of the inspection, on day 2 the inspector observed that the temperature in the sleep room was recorded at 22°C at 09:50 hours. It is acknowledged that staff promptly acted and opened the window in the classroom to encourage additional natural ventilation through the open door of the sleep room. Recheck of the sleep room temperature at 10:00 and 11:20 hours were recorded by the inspector as being at 20°C.

Fire Safety:

On day 1 of the inspection, the inspector observed that the staircase to the left side of the building, providing a fire exit pathway in the event of a fire, was obstructed by play equipment, two rolled up rugs and a hand trolley. It is acknowledged that the registered provider took immediate action to resolve the non-compliance.

Action submitted by the Registered Provider

The registered provider has submitted the following response.

Corrective & Preventive Action

General Safety:

1. We have carried out and recorded a full risk assessment on all the doors on the 1st Floor.

The doors are closing too Fast to allow a child to get through them, which means they are rushing and therefore posing the risk of hands and fingers becoming trapped.

A contractor has now adjusted the settings on all door closers.

The adjustments have completely slowed all doors down.

A risk assessment template has been designed specifically for the doors on the first floor that have closers on them. A risk assessment will be carried out monthly to identify if the closers are working to the speed we require and closing slowly and an overall assessment to ensure all doors including pinch protectors are in good working condition.

2. The fingerguard protector on the door leading from the Full day care playschool room on the first floor has been replaced.

Finger Guard Protectors have been added to the door risk assessment checklist.

3. A doorbell has been installed on the door at the bottom of the stairwell along with a door closer that allows the door to close by itself, a yale lock has been installed which will lock the door behind any persons who enter or

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leave the building.

Safe Sleep:

The sleep room is monitored closely and if the temperature increases, windows and doors are opened to create a breeze and allow more air flow. During the past summer months, a portable air conditioning unit has been hired and used in the sleep room to maintain the temperature whilst the 1to2 year-old children sleep.

The safe sleep policy has been updated also.

Open windows to create more airflow if the temperature begins to rise.

The registered provider is also investigating the possibility of a small air conditioning unit to be permanently installed in the Sleep room.

Fire Safety:

I the registered provider have spoken to all staff members re leaving equipment on the stairs. The registered provider has also spoken to the designated fire officer for the service, and a more proactive approach will be taken to ensure that the stairwell is always clear, the same as all other exits within the service.

Signage has been erected to remind staff not to leave anything on the stairwell.

Supporting documentation submitted

General Safety:

Risk assessment.

Risk assessment Template.

Contractors Report.

Photograph of replaced finger guard protectors and risk assessment

Photograph of stairwell and signage attached to entrance door.

Photograph of the door mechanisms installed on the door and signage attached.

Copy of arrival and collections time policy.

Safe Sleep:

No evidence submitted.

Fire Safety:

No evidence submitted.

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Summary Comment

The actions submitted are appropriate to address the non-compliances. The implementation of these actions will be reviewed on next inspection.

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

(3)(a) The inspector observed on the day of inspection and in discussion with staff present that the registered provider and staff ensured that no other person other than pre-school children, their parents/guardians, employees or unpaid workers could enter the premises without being authorised by the registered provider or a staff member.

(b) A visitors record book was observed at the main entrance to the service which the inspector on arrival to the service was requested to record and sign.

(4) The registered provider ensured that the record book required in (3)(b) was maintained for the previous year.

Non-Compliance Information

(1) On Day 1 of the inspection, at 10:20 hours during the process of carrying out an overview of the adult to child ratios in the classrooms the inspector observed that one child who had been present in the junior playschool room since 09:00 hours had not been signed into the classroom's attendance records.

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The staff member in the room explained to the inspector that the child was registered in the toddler classroom's attendance records, however on checking the toddler room's attendance records the child was not signed in that attendance record either. The child's attendance time was signed in once the inspector had highlighted the error to the staff present and to the registered provider.

The inspector observed that there were a few children in various classrooms whose names were not in the classroom's attendance register but were in another classroom's register, as they moved from one classroom to another at some stage during their day in the service, this could pose a risk in the event of an emergency.

The risk of not accounting for and maintaining an efficient record of every child in attendance in each classroom, in the service was highlighted to the registered provider.

Corrective & Preventive Action submitted by the Registered Provider

The registered provider submitted the following response.

Corrective and Preventive Action

All children who move rooms to the end of the registers for that room.

Ensure that if a child is not staying in the same room for the entire day that they are also registered in the room in which they are moving to. Ensure going forward that at the end of the attendance registers that children's names are added for "Afternoon/Evening"

To add, when a child is moving from their morning session to their evening session, the child's name will be on both registers and signed in and out for the time they moved room.

Supporting documentation submitted

No supporting documentation.

Summary Comment

The actions submitted are appropriate to address the non-compliances. The implementation of these actions will be reviewed on next inspection.

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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) There were three staff members employed in the service with current certification in the required first aid responder (FAR) training for children. At all times while the service was operating, there was at least two staff members with FAR training present. This was reflected in the staff roster reviewed by the inspector on the day of inspection.

(2)(a)(b) There was a suitably stocked first aid kit available at the main reception area of the service which could be easily accessed by the staff for the children.

On the first floor of the service a first aid box was available in the full day care pre-school classroom which all staff in the first-floor classrooms could access for the children when required.

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.

(2) The record referred to in paragraph (1) shall be open to inspection by-

(a) a parent or guardian of a pre-school child attending or proposing to attend the pre-school service,

(b) an employee, and

(c) an authorised person.

(3) A registered provider shall ensure that a record referred to in paragraph (2) is retained for a period of 5 years after its creation

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(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) The inspector observed that the following fire safety records were maintained

(a) There was a written record of the monthly fire drills that took place in the service. The last fire drill was recorded as having taken place on the 27 March 2026. One staff member was designated and trained as fire safety officer for the service.

(b) A written record was maintained of the maintenance of fire-fighting equipment and the smoke alarm system in the service. The last maintenance check of fire-fighting equipment and for the fire alarm system was recorded as having taken place on the 12 February 2026.

(2) The fire safety records were available and open for inspection by the early years inspector or by a parent / employee on request.

(3) The registered provider demonstrated that records were maintained for the five years prior to inspection.

(4) A notice of the procedures to be followed in the event of a fire were displayed in the main entrance hall.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

An insurance certificate displaying adequate insurance for a full day childcare service for up to 100 pre-school children was displayed on the notice board in the main entrance hall of the service.

The insurance certificate provided cover from 28 March 2026 to the 27 March 2027.

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Part VIII - Notifications and Complaints

Regulation 31 - Notification of incidents

A registered provider shall notify the Agency in writing within 3 working days of becoming aware of any of the following incidents occurring in the preschool service:

- (a) the death of a pre-school child while attending the service, including the death of a child in hospital following his or her transfer to hospital from the service;*
- (b) the diagnosis of a pre-school child attending the service, an employee, unpaid worker, contractor or other person working in the service as suffering from an infectious disease within the meaning of the Infectious Diseases Regulations 1981 (S.I. No. 390 of 1981);*
- (c) an incident that occurs in the service and that results in the service being closed for any length of time;*
- (d) a serious injury to a pre-school child while attending the service that requires immediate medical treatment by a registered medical practitioner whether in a hospital or otherwise;*
- (e) an incident in respect of which a pre-school child attending the service goes missing while attending the service.*

Compliance Information

On review of a sample of 20 incident and accident records maintained in the service record under 16(1)(k) the inspector was assured that the registered provider notified the Early Years Inspectorate of any incidents outlined in (a) to (e) occurring in the service. Three notification incidents were notified by the registered provider since the last inspection.