

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015KY032				
<b>Name of Service:</b>	Coolick Pre-School				
<b>Address of Service:</b>	Coolick, Kilcummin, Killarney, Co. Kerry				
<b>Eircode:</b>	V93 DW65				
<b>Name of Registered Provider:</b>	Gearóid O'Sullivan				
<b>Service type:</b>	Part Time, Sessional				
<b>Date(s) of Inspection:</b>	12/05/2025				
<b>No of pre-school children:</b>	<table border="1"> <tr> <td>AM</td> <td>17</td> <td>PM</td> <td>14</td> </tr> </table>	AM	17	PM	14
AM	17	PM	14		
<b>Address of the Early Years Inspectorate:</b>	Áras an Phobail, Deans Lane, Tralee, Co. Kerry				
<b>Inspection undertaken by:</b>	N. Reidy				
<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>	N/A
---------------------------------	-----

### Description of service

Coolick Pre-school is an early years service that is registered to provide part-time and sessional care for children aged between 2 years and 6 years. The service is currently operating between the hours of 08.50am and 1:30 pm, providing the Early Childhood Care and Education (ECCE) Scheme for children between the hours of 08:50 am and 11:50 am. The premise consists of a single storey prefabricated building situated on the grounds of Coolick National school. There were 2 designated outdoor play areas available and accessible to the children attending the service.

### Staffing

There were 8 adults attached to the service, 5 of whom can work directly with the children including 1 adult who works with the children and is the designated parent Liaison Officer. The registered provider does not work with directly with the children 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 area of governance/ health, welfare and development of child/ safety/ premises and facilities. The inspections may also focus on other areas as required.

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

An Immediate Action Notice was issued to the Registered Provider in respect of no adult on site with up to date first aid training. The service submitted a written response outlining the measures taken to mitigate the concern identified.

### 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 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.
- (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 had a designated person in charge and there is a named deputy to deputise.
  - (b) When the announced inspection commenced, the designated person in charge was on duty to assist with the inspection process.
- (2) Since the previous inspection on 14 June 2024, it was established that one adult had commenced working in the service. Therefore, the recruitment records in respect of this one adult was assessed.
- (c) Garda vetting had been obtained for the one adult. It was also noted that Garda vetting which had expired since the previous inspection had been renewed in respect of one staff member. This was in compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(4) Three of the four adults working directly with the children had achieved major awards in Early Childhood Care and Education, as listed on the National Framework of Qualifications (NFQ) or a qualification as deemed by the Minister with copies of the relevant qualifications on file.

### Non-Compliance Information

(2) (a) Two validated references were not on file for one adult who was working in the service.

(2) (d) Police vetting from outside the jurisdiction of Ireland was not available in respect of one adult who the inspector determined required it when speaking to the adult.

(4) One adult working directly with the children attending the service had no record of at least a major award in Early Childhood Care and Education at Level 5 or above on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent on file. The inspector was informed this adult was currently undertaking Level 5 in Special Needs Assistance and certification in respect of the components completed were available.

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

#### Corrective and Preventive Action

(2) (a) 2 written validated references are now on file. A staff file checklist from the Tusla inspection tool is now in use in the pre-school.

(d) The staff member has applied for Police vetting. A staff file checklist from the Tusla inspection tool is now in use in the pre-school.

(4) There are now 2 fully qualified staff working with the children in the pre-school. An additional staff member has been employed who can cover sick leave and a staff file is in place for the staff member.

#### Supporting documentation submitted

(a) The 2 validated written references.

(d) The Police Vetting for 1 staff member required was received.

(4) The staff rosters submitted demonstrate that the 3 adults of whom the staff files were the subject of this inspection, work with the children each day, 2 of whom have a major award in Early Childhood Care and Education, as listed on the National Framework of Qualifications (NFQ).

### Summary Comment

The requirement has been met.

## Part III – Management and Staff

### Regulation 11 - Staffing levels

*(1) Subject to this Regulation, a registered provider shall ensure that there is at all times an adequate number of adults working directly with the children attending the pre-school service.*

*(2) Subject to paragraphs (4) and (5), a registered provider of a full day care service or a part-time day care service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 1 of Schedule 6 opposite a particular reference number specified in column (1) of that Part in respect of the age range of the children specified in column (2) thereof at that reference number is satisfied.*

*(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) There was an adequate number of staff working with the children at all times on the day of the inspection.

(2) There were 2 adults working with 17 children aged between 3 and 5 years, 14 children attending on a part-time basis and 3 children attending on a sessional basis.

The minimum number of adults was maintained on the day of the inspection.

(8) (a) The registered provider did ensure that a minimum of 2 adults are on the premises.

### 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;*
- (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

- (h) The children’s attendance was recorded on the day of the inspection.
- (i) The staff rosters recorded on the premise were provided to the inspector.
- (j) An administration of medication record book was in place. There was no completed record of medication administered to a pre-school child to date on file.
- (k) There was a record book to record details of any accident/ Incident involving a child. The records inspected were complete.

#### Non-Compliance Information

- (1)
  - (a) There was no Curriculum Vitae on file for one person working with the children.
  - (h) On the inspector’s arrival to the service the attendance record, both the arrival and the departure times for each of the 17 children was filled in. The arrival time was recorded for between 08:50 and 09:00 am and the departure time for 11:50 am. The inspector observed that 3 children left the service at 11:50 am. Not accurately recording the arrival and departure times for children poses a safety risk to children in the event of a fire evacuation.
  - (i) The last recorded staff roster was 14.03.’25. Without a complete record of staff attendance, it was not possible to determine if the adult child ratios were maintained.

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

#### Corrective and Preventive Action

1.

(a) A Curriculum Vitae is now on file. A staff file checklist from the Tusla inspection tool is now in use in the per-school.

(h) The staff have been advised to accurately record the arrival and departure times for each child. It has been explained to each staff member the importance of only signing out a child when they actually leave. The room Leader will check the role book to ensure the children are signed in and out correctly.

(i) All the staff are signing in and out of the service on the roll book each day. The room Leader will check this weekly.

#### Supporting documentation submitted

(a) The Curriculum Vitae was received.

(h) Copies of children's daily attendance was received and demonstrated children's attendance each day for sessional hours.

(i) Staff rosters were received demonstrating that 3 adults worked in the service during the hours of operation maintaining the adult child ratio.

### Summary Comment

The requirement for this regulation has been met.

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

#### Regulation 19 - Health, welfare and development of child

*(1) A registered provider shall, in providing a pre-school service, ensure that-*

*(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)

#### **BASIC NEEDS:**

- During the inspection, there was a relaxed, calm and playful environment provided by the 2 adults caring for the children.

- The children had unlimited access to the toilets located in the playroom. The children present on inspection were independently using the toilet.
- The children attending enjoyed free movement in the playroom and in the outdoor astroturf play area on the day of the inspection.
- The children had sufficient floor space indoor to move about freely, to access the various designated interest areas with the low-level open shelving units. The designated areas included for example the home area, sand and water tables, the library area with a selection of books available on a low level wall mounted rack, writing area and a small world area.
- The variety of toys and play materials provided the children with choice in their chosen activities.
- The children were observed enjoying the various play activities they participated in during the inspection with the adults on hand enabling and providing encouragement and assistance to them.

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

### Regulation 22 – Food and drink

*A registered provider shall ensure that adequate and suitable, nutritious and varied food and drink is available for each pre-school child attending the pre-school service.*

#### Compliance Information

- The parents and guardians of the children attending provide the food served at the 2 mealtimes as observed on inspection.
- The children sat at the low-level tables at the snack times observed.
- The food observed on inspection consisted of sandwiches, cereal, yogurts, and a variety of fruit.
- The children had water to drink and the water was available to them throughout the session.
- Potable drinking water was available at the sink in the playroom.
- The service had a stock of snacks if required for the children during the session.

### 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 blind cords in place on the windows were secure.
- The office/storeroom was secured with a high-level pad bolt rendering it inaccessible to children.
- The bottles of sanitizer seen on inspection were stored on a high shelf out of children's reach in the playroom.
- The external door of the service was secured; it prevented children from exiting the premises and unauthorised persons to access the service.

##### Infection Control:

- Windows in each room were open which allowed for fresh air circulation
- Staff were observed cleaning the tables after a painting activity and prior to the mealtimes.
- Foot operated bins were available in the playroom and in the toilets.
- There was a supply of warm water, liquid hand soap and disposable paper hand towels at each of the sinks to facilitate effective hand washing by the children and the adults.
- Hand washing by the children was observed after using the toilet, after playing in the outdoor area and before mealtimes.

##### Administration of Medication:

- No administration of medication was observed on the day of inspection.
- There was a clear care plan available for a child who required it. A copy of the plan was secured on the wall in the playroom together with a picture of the child. The relevant plan and authorizations for administration of medication were completed by the service and signed by both parents/guardians and staff.

##### Fire Safety:

- A notice of the procedures to be followed in the service in the event of a fire was displayed in the premise.
- The fire door was unobstructed.
- The record of fire drills maintained demonstrated that fire drills were conducted in the service each month. The last recorded fire drill took place on 7.4.'25.

#### Non-Compliance Information

**Infection Control:**

1. The children’s perishable food items were not placed in the fridge to prevent food spoilage. The perishable items for the second snack time were placed in the fridge at 11:10 am, the start of the first snack time. This was observed at the last inspection of 14.6.’24, with the service response that the perishable food items would be stored in the fridge. This practice was not observed on inspection.

**Action submitted by the Registered Provider**

**Corrective & Preventive Action**

**Infection Control:**

The children’s perishable food items are to be stored in the fridge on the children’s arrival to the service. All staff are aware of this and a reminder notice is now placed on the fridge.

**Supporting documentation submitted**

**Infection Control:**

The statement is accepted as evidence.

**Summary Comment**

The requirement for this regulation has been met.

**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) The Inspector was informed that 2 adults employed in the service had current First Aid Responder (FAR) training with the certifications in respect of these on file.

(2)

(a) There was a first aid box stored in the secured office/storeroom.

(b) The first aid box was accessible to the adults and out of the reach of the children. It was available to the staff to attend to the children.

### Non-Compliance Information

(1) There was no adult on site on the day of the inspection with up to date First aid training.

An Immediate Action Notice was issued to the Registered Provider in respect of no adult on site with up to date first aid training. The service submitted a written response outlining that a person with up to date FAR will be rostered to work as and from 19.5.'25.

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

#### **Corrective and Preventive Action**

A staff member with FAR training will always be present.

#### **Supporting documentation submitted**

Staff rosters received demonstrated a staff member with up to date FAR training working each day.

A letter from FAR trainer confirming that the staff members booking for FAR courses June 12<sup>th</sup>, 13<sup>th</sup> and 15<sup>th</sup> 2025.

### Summary Comment

The requirement has been met.

## Part VI - Safety

### Regulation 27 – Supervision

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

### Non-Compliance Information

The supervision of the children attending the service was inadequate on the day of the inspection on the occasion when the children were returning through the corridor of the National school as they returned from playing in the outdoor area with the 2 adults.

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

#### **Corrective and Preventive Action**

A new procedure has been implemented for going to and from the outside. All staff are aware of the procedure following it each day. The procedure is displayed in the service.

#### **Supporting documentation submitted**

The outdoor play policy stating the procedure for walking to and from the playground.

### Summary Comment

The requirement for this regulation has been met.

## Part VI - Safety

### Regulation 28 - Insurance

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

### Compliance Information

A copy of the insurance certification for the service was furnished to the inspector.

The information provided on the insurance certificate included:

- the contact details for the insurance provider
- the name and address of the service insured
- the category of insurance cover for the service.
- the number of children covered by the insurance was for 22 children.
- The expiry date of the current insurance cover was 27/03/'26.

## Part VII - Premises and Space Requirements

### Regulation 29 - Premises

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

- (c) kept adequately lit, heated and ventilated*
- (e) equipped with adequate and suitable sanitary facilities.*

### Compliance Information

(c)

- Within the playroom and sanitary accommodation, natural lighting was provided through the windows, and this was supplemented with artificial lighting.
- The playroom and the sanitary facilities were supplied with natural ventilation, through openable windows.

(e)

# Early Years Inspectorate Regulatory Report

## Pre School

- The service had adequate and suitable sanitary facilities available to them in the playroom.
- There were 2 toilets and 2 wash hand basins with warm running water.
- There was a supply of liquid soap, disposable paper towels and lidded pedal-operated bins for the disposal of used paper hand towels.