

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier: TU2015LM033

Name of Service: Spraoi Le Cheile Naionra

Address of Service: Kiltoghert Community Centre, Kiltoghert, Carrick-on-Shannon, Co. Leitrim

Eircode: N41 HC95

Name of Registered Provider: Rachel Butler

Service type: Sessional

Date of Inspection: 16/06/2025

No of pre-school children:	AM	8	PM	N/A
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Address of the Early Years Inspectorate: Early Years Inspectorate,
TUSLA Child & Family Agency,
Markievicz House,
Barrack St,
Sligo,
F91 XC84

Inspection undertaken by: L Costello

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 Click or tap here to enter text.

Description of service

Spraoui Le Cheile is a privately run sessional preschool service that was established in 2010. It is located in Kiltoghert a townland 5km from Carrick on Shannon town. The service is registered to provide a morning sessional service from 9:30 to 12:30, Monday to Friday, for children aged 2 to 6 years of age. The service caters for a maximum of 22 children. The service operates out of a community centre building. The children attending the service have indoor playroom space with a double door accessing a larger outdoor space. The children's sanitary facilities are located off a corridor off the playroom.

Staffing

The registered provider is the owner of the preschool service and works directly with the children. The service employs an additional 2 staff to work directly with the children: one deputy person in charge and a relief member of staff.

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/safety and facilities*. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9, 11, 15, 17, 23, 25, 26, 27 and 28. These findings are outlined within the relevant regulation within this report.

Inspection findings are documented in the inspection report which is first issued in draft format to the service with an opportunity to respond to any findings. Where statutory requirements are identified as not being met, the registered provider must demonstrate how they have rectified the non-compliance and will prevent any non-compliance from re occurring. The Corrective Action and Preventive Action plan (CAPA) will be used to inform decisions about compliance with regulatory requirements. Where the registered provider fails to meet the statutory requirements an escalation process may be commenced.

The inspectorate reserves the right to edit responses received for reasons including clarity, completeness and compliance with administrative and legal processes.

The contents of the report are compiled by the inspectorate body.

Acknowledgments

The inspector wishes to acknowledge the cooperation of the registered provider/person in charge, staff and children who were present on the day of the inspection.

Part III – Management and Staff

Regulation 9 – Management and recruitment

(1) A registered provider shall ensure that-

- (a) the service has a designated person in charge and a named person who is able to deputise as required,*
- (b) at all times during the period when the pre-school service is being carried on, the designated person in charge or the named person referred to in subparagraph (a) is on the premises, and*

(2) A registered provider shall ensure that each employee, unpaid worker and contractor is suitable and competent taking into consideration the nature of the needs of children, including by-

- (a) consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,*
- (b) consideration of references from reputable sources in the case of a person who has no past employers,*

(c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and

(d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.

(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)

There was a person in charge and a persona able to deputise as required.

(2) (a) (b)

Three adults are employed in the service and these files were the subject of this review. Six written and verified past employer references were available for the three adults.

(c)

Garda vetting disclosures had been obtained for all three adults employed in the service; However, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under regulation 23 of this report.

(d)

International police vetting was available for the one adult who had resided outside the state for a period of six consecutive months or more.

(4) Three adults had attained major awards in Early childhood care and education at level 5 or above on the national framework of qualifications, or qualifications deemed by the Department of Children, Disability and Equality (DCDE) to meet the regulatory requirement.

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) There were two adults working directly with 8 children on the inspectors' unannounced arrival to the service. A review of rosters showed that an adequate number of adults worked directly with the children during service hours of operation
- (2) The minimum adult to child ratios were provided on the morning of the unannounced inspection in accordance with the required ratios considering the ages of the children and the length of time each child spent in the service.

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-

(c) an authorised person.

(4) A registered provider shall ensure that a record in writing referred to in paragraph (1) is retained for a period of 2 years from the date on which the child to whom it relates ceases to attend the service.

Compliance Information

(1) Ten sample records of the children attending the service were reviewed. The required information including the authorisation to collect the child, details of illness or support needs of the child, emergency contact and record of immunisations were available for each child

(3) (c)

The records in writing were available for inspection by the early year's inspector.

(4)

The registered provider is aware of the requirement to retain these records for a period of two years from the date in which the child ceases to attend the service.

Part IV – Information and Records

Regulation 17 – Information for parents

A registered provider shall ensure that a parent or guardian of a child proposing to attend the service is provided with the information referred to in subparagraphs (a) to (g) of Regulation 16(1).

Compliance Information

The registered provider demonstrated how information is circulated to parents or guardians of a child proposing to attend the service. An information booklet with guidance on policies, healthy eating, fees and the type of care provided is sent to each prospective parent. Once attending the service information is available on the service notice board.

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 service was secure on the inspectors unannounced arrival to the service.
- The outdoor perimeter consisted of high fencing with locked gates.
- Cleaning products were stored out of reach of the preschool child.
- The outdoor area was clear of hazards.
- Waste bins were the required foot pedal operated bins, and all waste was stored out of reach of the preschool child.

Infection Control:

- The service was visibly clean with cleaning schedules in place and up to date.
- Children were observed to wash their hands after outdoor play, using the toilet and prior to snack time.
- Warm water, paper towels and liquid soap was available for safe hand hygiene practices.

Fire Safety:

- Fire emergency doors remained unobstructed on the day.
- Fire evacuation notices were clearly displayed on the walls in the service in picture and word format.

Non-Compliance Information

General Safety:

1. Garda vetting was available for all three staff members. However, one of these vetting disclosures was not dated within the previous three years in adherence to with the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

In a written response the Registered provider stated:

1. Garda vetting has been obtained. The registered provider will ensure they adheres to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, which requires services to renew Garda Vetting every three years.

Supporting documentation submitted

General Safety:

- Garda vetting submitted.

Summary Comment

The corrective and preventive actions submitted by the registered provider adequately address the non-compliance found on inspection. This regulation is now compliant.

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 Registered provider demonstrated that two adults had certification in first aid for children and were available to the preschool children at all times.
- (2) (a) (b)
A fully stocked first aid box was stored in the preschool room and accessible to the preschool children as 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-
- (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
- (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) (b)
The service demonstrated that fire drills take place regularly within the service, the most recent on the 3rd of April. All firefighting equipment is serviced annually with the most recent check in July 2024.
- (2) (c)
These records were made available to the inspector on the day.
- (3)
The registered provider is aware of the statutory requirement to retain these records for a period of five years after its creation.
- (4)

A fire evacuation notice is clearly displayed on the wall in the service. A child friendly picture evacuation notice is also displayed.

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

Supervision on the day was observed to be primarily by sight. The children spent much of the morning in the outdoor area, double doors to the main care room allowed for the adults to freely observe the children in the area while allowing the children to direct their own sense of play. Indoors children were supervised at mealtimes as the adults sat with the children in a positive mealtime experience, engaged in conversation while ensuring children could open their lunch boxes, peel fruit etc. Independence was promoted and children were encouraged to use the bathroom and wash their hands independently; staff were available in ear shot for prompting if required. Drop offs and collections were supervised ensuring that all children were safely escorted by their parents on entering and leaving the building.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

The service demonstrated adequate and suitable insurance with an expiry date of 27th of March 2026.