

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015MO008
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Name of Service:	B.C. Kiddies Korner
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Address of Service:	Main Street, Ballycastle, Co. Mayo
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Eircode:	F26 H9P7
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Name of Registered Provider:	Mary Kenny
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Service type:	Sessional
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Date of Inspection:	07/05/2025
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No of pre-school children:	AM	14	PM	-
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Address of the Early Years Inspectorate:	Early Years Inspectorate, TUSLA, Child and Family Agency, 2nd Floor, St. Mary's HQ., Castlebar, Co. Mayo
Inspection undertaken by:	M Farrell
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	Not applicable
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Description of service

B.C. Kiddies Korner is a community-based, sessional service in the village of Ballycastle in County Mayo. The service is registered to provide sessional services to children aged from two to six years of age, between 9:30 to 12:30 hours. The service is also registered to provide an afternoon session from 13:00 to 16:00 hours but is not currently operating this due to lack of service demand. School aged services are provided on the premises. The service operates in a dedicated section of a community resource building. There is one large playroom and sanitary facilities on the ground floor and an office area that the staff have access to on the first floor. The large playroom opens directly out to the well-resourced enclosed outdoor play area available to the children.

Staffing

There are three staff who work directly with the children in the service. The registered provider does not work directly 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/safety/premises and facilities. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under sections of regulations 9, 11, 15, 23, 25, 28 and 29. These findings are outlined within the relevant regulations within this report.

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

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

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

Acknowledgments

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

Part III – Management and Staff

Regulation 9 – Management and recruitment

(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

- (2) Discussion with the designated person in charge and review of records found that there were three staff in the service at the time of the inspection. The following vetting documentation was available for the staff:
- (a) Two written validated references from past employers particularly the most recent employer for two staff.
 - (b) Two written validated references from sources other than a past employer for one adult.
 - (c) Garda vetting disclosures had been obtained for all three staff. However, the service did not always 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 documents were not required as none of the staff members had lived outside of the State for longer than six months as adults.
- (4) Evidence of the required qualification in Early Childhood Care and Education or equivalent was available on file for the three staff who worked directly with the children.

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) Throughout the inspection an adequate number of adults worked directly with the children attending the service. On the inspector's announced arrival to the service there were 3 adults working directly with 14 children.

- (3) The minimum ratio for sessional services providing care to children over 2 ½ years of 1 adult to each 11 children was adhered to with 3 adults working directly with 14 children during the inspection.

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.*

Compliance Information

- (1) A sample of ten children’s records were randomly selected for review by the inspector from the children currently enrolled in the service.
- (a) to (i)
- The ten records were found to be compliant with the details required under the regulation.
- (3) (c) The records were made available on request to the inspector in the service by the designated person in charge.

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 door to the service was secured to allow staff to control entry to and exit from the service. There were securing mechanisms at high levels on internal doors with staff controlling access to the service from other areas of the community building. Cleaning products were stored on high shelving out of reach of the children. The staff carried out regular risk assessments in the service including risk assessment of the well-developed outdoor area. A staff member reviewed the enclosed outdoor area for hazards each day before use by the children. The enclosed sand area was not in use at the time of the inspection due to maintenance work. The children were closely supervised by the staff by sight when playing outdoors. The toys and play equipment used by the children during the inspection were in good condition and suitable for the ages and developmental stages of the children playing with them.

Infection Control:

The service was observed to be clean and staff cleaned down surfaces such as the tables following butterfly artwork and after mealtime. The staff kept daily records of cleaning undertaken in line with the service's cleaning schedules. The children were prompted by the staff to wash and dry their hands at key moments for example before eating and after using the toilet. Children washed their hands with warm water and liquid soap and dried them with the paper hand towel provided that was disposed of in foot pedal operated bins.

Administration of Medication:

The staff informed the inspector that none of the children currently attending required medication to be administered to them when in the service. There was a policy in place in relation to medication management in the service should medication be required to be administered.

Fire Safety:

The emergency exits and escape routes were observed to be free from obstruction during the inspection.

Outing:

The staff informed the inspector that outings are carried out by the service in line with the service's policy with first aid equipment, mobile phones and attendance records brought on the outings.

Non-Compliance Information

General Safety:

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

Infection Control:

2. The children's snack containing perishable food items such as yoghurt, ham and cheese were stored in shelving in the playroom with the room air temperature recorded at 21°C, above the maximum level of 5°C.
3. The covering of a small green couch in the children's rest area was torn with foam exposed posing difficulties for cleaning with a potential infection control risk.

Action submitted by the Registered Provider

The registered provider advised in writing that:

Corrective & Preventive Action

General Safety:

1. Garda Vetting was applied for immediately after the inspection for the staff member whose vetting had expired. All staff certificates and vetting are to be checked yearly at end of the school year and calendar reminders for updates to be set accordingly. The staff will keep a document checklist.

Infection Control:

2. A basket is now left on the counter at the entrance area so parents and children can place the perishable food items into it. Once all children are in the service, this basket is placed straight into the fridge. Parents were also reminded to put any perishable food items into labelled clear plastic bags. At the start of the school year the staff will inform parents of the process and rationale for storing perishable items in the fridge.
3. The green couch with the tear was removed and a new one ordered. The staff will make sure to remove and replace any torn or broken toys/equipment. This will be added to the daily risk assessment of the indoor area.

Supporting documentation submitted

General Safety:

A copy of the renewed Garda vetting document.

Infection Control:

Photographs, copies of the updated daily risk assessment, healthy eating policy information and an order receipt.

Summary Comment

The actions taken and evidence submitted to the Inspectorate by the registered provider has satisfactorily addressed the non-compliance found on inspection under Regulation 23.

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) One member of staff who was present during the inspection had completed First Aid Response (FAR) training due to expire on the 12 December 2025.
- (2)
 - (a) A first aid box was safely stored in an easily accessible location on high shelving in the playroom out of children's reach.
 - (b) The first aid equipment was readily accessible to the staff if a child required first aid treatment in the service.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

A certificate of insurance covering the maximum number of children registered to attend the sessional service in the premises was available for inspection valid until the 27 March 2026.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

A registered provider shall ensure that the premises of the service are-
(e) equipped with adequate and suitable sanitary facilities.

Compliance Information

(e) There was a nappy changing facility with a nappy change table and sink available. The staff informed the inspector that no children required nappy changing in the service at the time of inspection.