

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015OY061
--------------------------	-------------

Name of Service:	Little Haven Education Centre
-------------------------	-------------------------------

Address of Service:	Syngefield Business Park, Syngefield, Birr, Co. Offaly
----------------------------	--------------------------------------------------------

Eircode:	R42 DX81
-----------------	----------

Name of Registered Provider:	Anne Bergin
-------------------------------------	-------------

Service type:	Full Day, Part Time, Sessional
----------------------	--------------------------------

Date 1 of Inspection:	10/04/2025
------------------------------	------------

Date 2 of Inspection:	11/04/2025
------------------------------	------------

No of pre-school children:	AM	117	PM	103
Day 2	AM	110	PM	90

Address of the Early Years Inspectorate:	Early Years Inspectorate, Tusla, Child and Family Agency, Primary Care Centre, Church Avenue, Tullamore, Co. Offaly.
-------------------------------------------------	----------------------------------------------------------------------------------------------------------------------

Inspection undertaken by:	K. Murphy & C. O'Connor Hughes
----------------------------------	--------------------------------

Title:	Early Years Inspectors
---------------	------------------------

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.
---------------------------------	-----------------

Description of service

Little Haven Education Centre is registered as a full day care service to accommodate children aged 1 to 6 years of age. The service operates between the hours of 07:15 and 17.45 on a Monday to Friday basis.

The Early Years' Service is located in a two-storey purposely adapted and renovated commercial premises. Ten pre-school rooms of which nine are currently in operation with the tenth room currently used as a sleep room. Three additional sleep rooms, two staff rooms, a kitchen, an office and a reception area are provided. Additional breakout rooms are also available to provide children with alternative play experiences namely the jungle room, chill room, messy playroom and sensory room.

The play yard is an enclosed outdoor play area attached to the front of the premises. The "green dream" outdoor play area is accessed via a pathway to an enclosed area located opposite the service.

Onsite parking and set down facilities are available. The service is situated in a business park in Birr, County Offaly.

Staffing

The registered provider and twenty-one adults were working directly with children on the 10 April 2025.

The registered provider and nineteen adults were working directly with children on the 11 April 2025.

A cook was employed in the service to prepare and cook meals. The co-owner was present at various intervals on both days.

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 inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations:

- Regulation 8 – Notification of Change in Circumstances
- Regulation 9 (1)(a)(b)(c) 9(2)(a)(b)(c)(d) (4) (7) (a)(b)(c) – Management and Recruitment.
- Regulation 10 – Policies, Procedures of Pre-School Service.
- Regulation 11 (1)(2) (8)(a) – Staffing Levels.
- Regulation 15 (1) – Record of a Pre-School Child.
- Regulation 16 (1) - Record in relation to Pre-School Service.
- Regulation 18 – Copy of Act.
- Regulation 19 (1)(a) – Health, Welfare and Development of Child.
- Regulation 20 (1)(a)(b)(3) – Facilities for Rest and Play
- Regulation 23 - Safeguarding Health, Safety and Welfare of Child.
- Regulation 25 - First Aid.
- Regulation 27 – Supervision.
- Regulation 28 – Insurance.
- Regulation 31 (d) – Notifications of Incidents
- Regulation 33 – Furnishing of Information to Agency.

A sampling process was used to assess compliance under

Regulation 15 (1) – Record of a Pre-School Child.

Regulation 19 (1)(a) – Health, Welfare and Development of Child

Regulation 23 - Safeguarding Health, Safety and Welfare of Child.

Regulation 27 Supervision.

As a result, the scope of the inspection included:

- Wobbler Room
- Toddler Room
- Junior Pre-School 1
- Junior Pre-School 3
- Junior Pre-School 2 (Not currently in operation)

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

- The inspection was informed by information received by the Inspectorate.
- An Immediate action notice was issued to the registered provider on the 12 April 2025 in respect of Regulation 9 (2) (c), Management and Recruitment, Garda Vetting.
A response which mitigated against the risk was submitted by the registered provider and was accepted by the Early Years Inspectorate on the 14 April 2025. See body of report for details.

Acknowledgments

The inspectors wish to acknowledge the cooperation of the registered provider, staff and children who were present on both days of the inspection.

Part II - Registration and Register

Regulation 8 - Notification of change in circumstances

(2) A registered provider of a temporary pre-school service shall, subject to paragraph (3), notify the Agency in writing of any proposed change in the details in relation to the pre-school service contained in the register pursuant to section 58C (2) of the Act or Regulation 7(2) at least 7 days before it is proposed that the change would take effect.

Compliance Information

The registered provider submitted a change in circumstance form to TUSLA registration office detailing a change in the number of children to be accommodated and an increase in the number of staff members employed. A fit for purpose was carried out on the 17 October 2024 and the change in circumstance was approved by TUSLA.

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.

(7) A registered provider shall ensure that all employees, unpaid workers and contractors are appropriately supervised and provided with appropriate information, and where necessary training, including in relation to the following:

- (a) the policies, procedures and statements of the service specified in Schedule 5;*
- (b) Part VIIA (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013)) of the Act, and*
- (c) these Regulations.*

Compliance Information

(1)(a)

A named person in charge and deputy designated person in charge were available in the service.

(b)

The registered provider was present throughout the inspection on both days.

Thirty-three staff files including both the registered provider and co-owner were reviewed and the following was noted:

(2)(a)(b)

Two written validated references were available from past employers or from a source other than a past employer in respect of twenty-six adults.

Two written references were available in respect of the registered provider.

(c)

A Garda Vetting disclosure was available in respect of twenty-seven of the thirty-three files reviewed.

In respect of twenty-five out of twenty-seven files the service demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years. 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 in respect of two of the staff files reviewed. Please refer to the information outlined under regulation 23 of this report.

- (d)
Police vetting was available in respect of three adults who lived outside the state for a period of longer than 6 consecutive months.
- (4)
Twenty adults working directly with children as part of the adult to child ratio held qualifications at levels 5 to 8 in Early Childhood Care and Education on the National Framework of Qualifications or a qualification deemed by the Minister to be equivalent.
- (7)(a)
An induction period is provided to allow new employees time to familiarise themselves with the practices of the service.
- (7)(b)(c)
Four adults held certificates that indicated that they had completed some of the training modules relating to the Tusla Quality Regulatory Framework (QRF) as evidence of training undertaken in The Child Care Act 1991 (Early Years Services) Regulations 2016 and Childcare Act 1991 (Early Years Services) (Amendment) Regulations 2016.

Non-Compliance Information

- (2)(a)(b)
Two written validated references were not available in respect of six adults.
- (c)
Garda vetting procedures were not carried out by the service in respect of six staff members prior to their employment. It is acknowledged that student Garda vetting was available for review in the service.
An immediate action notice was sent to the registered provider on the 12 April 2025 by the Early Years Inspectorate. The registered provider response submitted on the 14 April 2025 was accepted by TUSLA.
- (4)
Two adults working directly with children as part of the adult to child ratio did not hold a level 5 qualification in Early Childhood Care and Education on the National Framework of Qualifications or a qualification deemed by the Minister to be equivalent.

(7)(a)

An induction training checklist for the service was not available for review with evidence included to indicate that staff had read and understood the policies and procedures of the service.

(7)(b)(c)

In respect of twenty-five staff there was no evidence of training undertaken in the Child Care Act 1991 (Early Years Services) Regulations 2016 and Childcare Act 1991 (Early Years Services) (Amendment) Regulations 2016.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The registered provider stated the following in the response:

(2)(a)(b)

All staff files have been fully reviewed and checked; all non-compliant issues have been rectified. References have been acquired for some staff members and all references are validated. (References submitted).

(c)

Garda Vetting by Little Haven for the six staff who had College Garda Vetting was immediately applied for on the day of the inspection. The Garda Vetting Disclosures were submitted to and accepted by Tusla. (Garda Vetting Disclosures submitted).

(4)

The two staff members are currently completing the final stage of their course and awaiting written verification of completion from their college. The two staff members have not been included in the adult: child ratio in the service. The two staff member have been allocated to ancillary duties within the service; meal trays, preparing activities, administrative work and cleaning.

(7)(a)

The service has developed a staff induction checklist to ensure that each and everyone knows all the policies, procedures, best practices, checklists, running and maintenance of all rooms and areas of the service. The staff are each picking a few items from the checklist each day and ensuring they fully understand it. (Staff induction checklist submitted).

In each room folders for the policies and procedures and best practices for the service have been established. (Verification submitted).

Each week some regulations, policies and best practice guidance is placed in the folders for all staff to read, understand, put into practice and then to sign that they have read & understood. (Staff sign off submitted). There is a full copy of the Child Care Act 1991 (Early Years Services) Regulations 2016 and Childcare Act 1991 (Early Years Service) (Amendment) Regulations 2016 in each staff room for staff reference. (Photograph submitted).

A plan has been created for all staff members to complete the Tusla Quality Regulatory Framework (QRF) training over the coming months. (Email outlining proposed QRF training plan submitted).

By implementing all the above paperwork and checklists and by assigning the responsibility of reviewing them on a regular basis by myself or the duty managers, this will ensure that all required paperwork and knowledge is kept up to date.

Summary Comment

In respect of the corrective action taken documentary and photographic evidence was submitted to the office of the Early Years Inspectorate, reviewed by the Early Years Inspector and deemed to meet the regulatory requirement.

Part III – Management and Staff

Regulation 10 - Policies, procedures etc. of pre-school service

A registered provider of a pre-school service shall ensure that the written policies, procedures and statements specified in Schedule 5 are in place for the service.

Compliance Information

The following policies and procedures were available for review.

- Statement of purpose and function.
- Accident and incident policy.
- Risk assessments.

Non-Compliance Information

1. There was no risk management policy available for review in the service.
2. The accident and incident policy presented did not include the following:
 - The measures to be taken in the service to prevent accidents and incidents.
 - The procedures to be followed when an accident or incident involving a pre-school child occurs while the child is attending the service.
 - The steps that are to be taken to contact the parent or guardian of the child or the emergency services if necessary.

- The policy did not describe how information is recorded, documented and stored regarding accidents and incidents.
- The policy did not state the risk assessment procedures to be taken following an incident/ accident occurring in the service.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The registered provider stated the following in the response:

The service has compiled a risk management policy based on the requirements of the Regulations. (Risk management policy submitted).

The service has reviewed and amended the accident and incident policy based on the requirements of the Regulations. (Accident and incident policy submitted).

All policies and procedures as per regulations will be listed and stored in a folder in main office and each care room.

All policies will be reviewed on an annual basis by management and signed. Any updating required will be included.

Summary Comment

In respect of the corrective action taken documentary evidence was submitted to the office of the Early Years Inspectorate, reviewed by the Early Years Inspector and deemed 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.

(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

(8)(a)

The staff roster indicated that two adults are on the premises at all times.

Non-Compliance Information

(1)

The minimum ratio of adults to children were not available in the service during the inspection.

Day 1, there were 117 children attending the service supervised by twenty-one adults.

Day 2, there were 110 children attending the service supervised by nineteen adults.

(2)

1. It was observed that there was an insufficient number of adults present in the service to maintain the adult: child ratio during nappy changing for the thirty-two children attending the wobbler, toddler and Junior pre-school room 1 on both days of the inspection.
2. The adult noted on the staff roster to work in the wobbler room was on leave for the week of the 7 to the 11 April 2025 and was not replaced.
Adults in the wobbler room did not seek relief cover when carrying out nappy changing procedures during the inspection leaving the ratio of one adult to six children aged 1-2 years while the second adult carried out nappy changing.
3. At 11:45 a staff member left the wobbler room to collect the dinner from the kitchen which compromised the adult to child ratio leaving the second adult to care for seven children aged 1 – 2 years.
Records indicated that the maximum number of children attending the wobbler room is 15 children.
4. Between 13:30 and 14:00 on day 1, a staff member left the junior pre-school room one to carry out nappy changing which compromised the adult to child ratio leaving the second adult to care for ten children aged 2 – 3 years.
Records indicated that the maximum number of children attending the junior pre-school room one is 16 children.
5. There was inadequate relief cover for staff breaks in the toddler room on both days of the inspection.
At 13:05, In the toddler room it was observed that one adult went on lunch break and 2 adults remained in the room with 13 children aged 2- 2.5 years. Records indicated that the maximum number attending the toddler room is 18 children.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1)(2)

The registered provider stated the following in the response:

In the last few weeks six new qualified staff have been employed. (Rosters submitted).

Two more are joining the team next week once vetting procedures are completed. We now have floating staff available on both floors. (Rosters submitted).

Together with the team of staff we have looked at the whole staff set up, setting out new plans for covering rooms for breaks, lunches and nappy changing. The adult: child ratio in the room always is the priority. The kitchen staff are now dropping and collecting meal trays to and from rooms. We have purchased a huge amount of extra stock, equipment and materials to prevent the need for staff to leave the room to get something for example, thermometers, art supplies, cleaning products. (Photographs submitted).

As manager of the service, a new routine has been developed to check in with all rooms regularly throughout the day to see if they require anything, for example an accident form signed, or completed photocopying. This is to eliminate staff members having to leave the room and to ensure adequate and required adult: child ratio in rooms. Each room has a sign highlighting the adult: child ratio for that room and that it must be always adhered to. (Signage submitted).

Summary Comment

In respect of the corrective action taken documentary and photographic evidence was submitted to the office of the Early Years Inspectorate and reviewed by the Early Years Inspector. The practices if implemented should meet the regulatory requirement. The practices as stated will be reviewed on the next 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.*

Compliance Information

(1)(a)

In a sample review of eighteen child records information was available in respect of (1)(a)(b)(c)(d)(e)(f)(g)(h) for eleven children.

(h)

A record of children's immunisations was available in respect of eleven children of the eighteen records reviewed.

Non-Compliance Information

(1)(h)

A record of children's immunisations was not available in respect of seven children of the eighteen records reviewed.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1)(h)

The registered provider stated the following in the response:

All child record files have been checked and any missing details in respect of immunisations been acquired and attached to child files. (Records submitted).

All new child booking forms will be fully checked before admission and the office staff will ensure all sections are correctly completed.

Summary Comment

In respect of the corrective action taken photographic evidence was submitted to the office of the Early Years Inspectorate, reviewed by the Early Years Inspector and deemed to meet the regulatory requirement.

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;*
- (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)

The service kept and maintained written records of information in relation to the service in accordance with Regulation 16 (1)(h)(i)(j) and (k).

Part IV – Information and Records

Regulation 18 – Copy of Act etc.

A registered provider shall ensure that a copy of Part VIIA (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013)) of the Act and of these Regulations is kept on the premises and the said copies shall be open to inspection on the premises by-

- (a) a parent or guardian of a child attending or proposing to attend the service,*
- (b) an employee, unpaid worker or contractor, and*
- (c) an authorised person.*

Compliance Information

A copy of Part VIIA (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013)) of the Act and of these Regulations is kept on the premises and open to inspection by (a)(b)(c).

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)

Wobbler room, Toddler room, Junior pre-school room 1 and Junior pre-school room 3

Children were engaged in the various play opportunities available to them in the pre-school rooms supported by staff. Children were observed at free play, tabletop activities, story time and extended outdoor play time in the sunshine. Younger children were observed to crawl and explore their environment. Children enjoyed moving to the various play experiences in the play yard and jungle room.

At approximately 11:45, dinner was served by staff to the children and consisted of beef casserole with potato on day one and pasta carbonara on day two with water to drink. Bibs were applied to protect children's clothes. Younger children were encouraged to be independent to feed themselves and were assisted by staff as needed at mealtimes. Children enjoyed conversations and interactions during snack and mealtimes. Nappy changing was carried out on a regular basis and as needed. Children slept in a peaceful atmosphere in separate sleep rooms and checked by staff every ten minutes. Suncreams was applied and children wore sunhats while out playing outdoors in the sunshine.

A staff biography was noted in the main corridor. Staff were familiar with each child and their personalities. Staff were positive towards children using individual names, maintaining eye contact during conversations at eye level and sitting with children at play activities. Younger children were given hugs and cuddles as needed.

A parent was observed to attend the wobbler room to help settle her child into the service for a short period of time on both days of the inspection.

Partnership with parents was in place with a verbal handover given on collection and communication to parents via a written daily report "My day" depicting their child's daily routine including feeding, sleep times and nappy changes. Information and updates are shared with parents using a social media platform.

Part V - Care of Child in Pre-school Service

Regulation 20 – Facilities for rest and play

(1) Subject to this regulation, a registered provider shall ensure that-

(a) having regard to the number of pre-school children attending the service, their respective ages and the amount of time they spend on the premises, there are adequate and suitable facilities for each child to play indoors and, where required by these Regulations, outdoors, during the day, and

(b) there are adequate and suitable facilities for a pre-school child to rest during the day, and in the case of an overnight pre-school service, during the day and the night.

(3) A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph (2) applies, shall ensure that-

(a) a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises

Compliance Information

(1)(a)

Suitable play equipment was provided indoors and outdoors which included toys and equipment for tabletop activities, construction, sensory play and home corners. The other play areas in the service provided children with physical, sensory and imaginative play opportunities.

(b)

The sleep room for children attending the wobbler room was equipped with six standard cots and five low level beds. The sleep room for children attending the toddler rooms was adjacent to the playroom and equipped with low level beds. The sleep rooms for children attending the junior pre-school rooms one and three located on the main corridor were equipped with low level beds. Soft furnishings were in place in the pre-school rooms for children's rest and relaxation.

(3)(a)

A large outdoor play area was attached to the front of the service. The perimeter was secured with a high-level wall. A canopied area was available.

Separate sections were available to the children consisting of artificial grass surface areas. These areas were equipped with a variety of bike and trikes, a crawling tunnel, a “shop”, a “post office” and playhouses. Additional outdoor play equipment was stored in a secure shed.

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 secure to ensure the safety of the children within. The reception area was staffed for the duration of the inspection. The inspectors signed the visitor book on arrival at the service.

Infection Control:

Children were observed to wash their hands before snacks and meals.

The pre-school rooms were visually clean. All toys and materials were easily cleanable.

Soothers were stored in individual containers named for each child.

Refrigerators were observed in each pre-school room. Correct temperatures were maintained and recorded daily.

The pre-school rooms were ventilated by natural ventilation with windows open. The sanitary accommodation and nappy changing areas were ventilated by mechanical ventilation. Supplies of paper hand towel and liquid soap were available in the sanitary accommodation. The water temperature at the wash hand basins was recorded at approximately 30 degrees Celsius.

Administration of Medication:

No medicine was administered during the inspection. Temperature reducing medication was available and stored out of the reach of children.

Safe Sleep:

A sleep log was maintained noting the colour, position and breathing of sleeping children. The sleep room temperatures were maintained at the required 16- 20 degrees Celsius. Staff were observed to sit with children

until they fell asleep. Visual and electric monitors were in place in the wobbler and toddler room to observe sleeping children.

Fire Safety:

Emergency exits were unobstructed. A designated fire assembly point was located to the front of the service.

Non-Compliance Information

General Safety:

1. The most recent Garda vetting disclosure presented in respect of two adults was not dated within the previous three years in adherence with the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.
2. An unsecured side entrance was accessible via the glazed door in junior pre-school room two. It is acknowledged that junior pre-school room two is currently closed and not in use or occupied by children.
3. The kitchen and its contents within were accessible to children which posed a potential risk of injury.
4. A delivery of cleaning agents was noted to be stored in open plastic crates on the main corridor. Upon the request of the inspector a corrective action was taken and the items were removed to a storage area.
5. The blind cord in sleep room two was not contained within its holder. Upon the request of the inspector a corrective action was taken and the blind cord was secured.

Infection Control:

1. The nappy changing practice observed was inadequate for infection control purposes due to the following:
 - Staff did not wash their hands before nappy changing.
 - Aprons were not worn by staff when carrying out nappy changing.
 - The children were redressed with the same gloves used for nappy changing.
 - Staff did not wash their hands after nappy changing.
 - Children's hands were not washed after nappy changing.
 - Staff wore used gloves while returning children to their pre-school rooms.
2. A step-by-step nappy changing procedure was not available or displayed in the sanitary accommodation incorporating nappy changing in the service.
3. The ventilation grids for mechanical ventilation in the sanitary accommodation incorporating nappy changing were full of physical debris and required cleaning.
4. Foot operated pedal bins were not available in the pre-school rooms and sanitary accommodation for the hygienic disposal of waste.

- Plates were not provided to children after the main meal when fruit was offered. Chopped fruit was placed directly on the table which presented as a potential infection control risk.

Action submitted by the Registered Provider

Corrective & Preventive Action

The registered provider stated the following in the response:

General Safety:

- The out-of-date Garda Vetting for two staff members was applied for. (Garda Vetting disclosures submitted).
- Two new side exit gates were constructed post inspection. (Photographs submitted).
- New entry code locks were put on the kitchen entry doors. (Photographs submitted).
- The morning of our inspection we had just collected a delivery of cleaning and toiletry products; the crates had been carried from the car to the hallway outside the store just before our Inspectors arrived and would have been moved into the storeroom within the next few minutes. These crates were moved within minutes of the inspector noting them. (Corrective action observed by the inspector).
- The loose blind cord was immediately repaired when notified by the inspector. (Corrective action observed by the inspector).

Infection Control:

- The nappy changing procedure has been reviewed as per regulation and infection control procedures. The deputy manager for the junior rooms has completed the nappy changing course and has met all staff to train. Many more staff members in our junior rooms are completing the course over the coming weeks. (Certificate submitted).
- All changing rooms have picture procedures as well as step by step written procedure displayed. (Photograph submitted).
All rooms have read the updated nappy changing policy. (Staff completion submitted).
- All vents in all bathrooms, toilets and changing rooms have been cleaned and dusted. (Photograph submitted).
- New foot operated pedal bins are in place in all changing rooms, bathrooms, staff rooms. (Photographs submitted).
- The service is now providing plates and dishes for all meals and snacks in all rooms, instead of placing some foods directly on the tables. (Photograph submitted).

Summary Comment

In respect of the corrective action taken photographic evidence was submitted to the office of the Early Years Inspectorate, reviewed by the Early Years Inspector and deemed to meet the regulatory requirement.

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)
Five adults were qualified in First Aid response (FAR) and available in the premises during the hours of operation.
- (2)(a)
First aid boxes were available in the service.
- (b)
A first aid box was accessible to adults caring for children in the pre-school service.

Part VI - Safety

Regulation 26 - Fire safety measures

(1) A registered provider shall ensure that a record in writing is kept of-

(a) any fire drill that takes place in the premises, and

(b) the number, type and maintenance record of firefighting equipment and smoke alarms in the premises.

(4) A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the premises.

Compliance Information

(1)(a)

A written record for fire drills was available on the premises. The most recent fire drill was recorded as taking place on 10 February 2025.

(b)

A record was available demonstrating the number, type and maintenance of the firefighting equipment and smoke alarms on the premises. The firefighting equipment was serviced on 10 February 2025. The smoke alarms were serviced on the 29 August 2024.

(4) A notice of the procedures to be followed in the event of a fire was displayed in a conspicuous position in the entrance hall and in the pre-school rooms.

Non-Compliance Information

(1)(a)

Monthly fire drills were not carried out in the service. A fire drill was not recorded as taking place in March 2025. A review of records indicated that fire drills were conducted every two months in 2024 and to date in 2025. Consistent monthly fire drills are required to ensure familiarity with evacuation procedures in the event of a fire in the premises.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1)(a)

The registered provider stated the following in the response:

Fire drills have taken place recently in the service. Fire drills now take place monthly and records are kept. (Drill records submitted).

Staff members are enrolled to complete fire safety training. (Confirmation of enrolment submitted)

Summary Comment

In respect of the corrective action taken documentary and photographic evidence was submitted to the office of the Early Years Inspectorate, reviewed by the Early Years Inspector and deemed to meet the regulatory requirement.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

There was evidence of current insurance cover for the number of children attending the service and the expiry date noted as 27 March 2026.

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:

(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

Compliance Information

(d)

The registered provider submitted a notification of incident with additional information to Early Years Inspectorate on the 8 April 2025.

Non-Compliance Information

(d)

The notification of incident form was not submitted to the Early Years Inspectorate within the required three working days of the incident occurring in the service as the incident occurred on the 11 March 2025.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(d)

The registered provider stated the following in the response:

All required paperwork has been submitted to Tusla regarding this incident. Management has received a letter of acknowledgement from Tusla. (Letter submitted).

The service is now familiar with procedures following such an incident and all timelines will be adhered to in the event of a notifiable incident occurring in the service.

Summary Comment

In respect of the corrective action taken documentary evidence was submitted to the office of the Early Years Inspectorate, reviewed by the Early Years Inspector and deemed to meet the regulatory requirement.

Part IX - Inspection and Enforcement

Regulation 33 – Furnishing of information to agency

A registered provider shall furnish the Agency with such information as the Agency may reasonably require for the purpose of enforcing and executing these Regulations and the information shall be in such form, if any, as may be specified by the Agency.

Compliance Information

The registered provider provided all information and records requested during the inspection.