

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015RN042		
Name of Service:	Reiltini Roxboro Playschool		
Address of Service:	Roxboro, Derrane, Co. Roscommon		
Eircode:	F42 RF76		
Name of Registered Provider:	Stephen Banahan		
Service type:	Part Time, Sessional		
Date of Inspection:	22/10/2025		
No of pre-school children:	AM	20	PM 3
Address of the Early Years Inspectorate:	Early Years inspectorate Child and Family Agency Government Buildings Convent Road Roscommon Town.		
Inspection undertaken by:	A. Kennedy		
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

Description of service

Reiltini Roxboro community preschool is in operation since 2009. It is managed by a voluntary management committee and caters for children aged from 2 to 6 years. It is also registered to provide a school age service. Its hours of opening are from 08:30hrs to 13:00hrs, Monday to Friday. The service operates from two preschool rooms in the community hall which is within close proximity of the local primary school. There is an outdoor play area to the rear of the premises, which includes an all-weather sheltered area.

Staffing

The registered provider does not work directly with the children and has employed a manager to operate the service. There are seven adults employed in the service. Two adults are employed on the access and inclusion model (Aims) and a relief person is also available to cover staff absence.

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 Regulations 9,11,23,25,26,28 and 29.

The inspection 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.

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*
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.*

(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) At all times during the period of the inspection, the person in charge ensured that an adequate number of staff were working directly with the children.

(b) On the day of the inspection, the person in charge was on the premises when the inspector to facilitate the inspection and remained on site for the duration of the inspection.

(2)(a) &(b) Seven staff files were presented to the early year inspector.

Fourteen of the fourteen written validated references, on file for the seven staff were from a past employer or from a source other than the past employer.

(c) Garda vetting disclosures had been obtained for all staff. 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) Two of the staff had worked outside the jurisdiction, for six months or more, while over the age of 18 years of age, and had the required police vetting for that jurisdiction.

(4) Seven staff who were working directly with children, held a Quality and Qualifications Ireland (QQI), at a Level 5 to 8, in Early Childhood Care and Education. Copies of qualifications were on file for the seven staff.

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.

(4) Subject to paragraph (5), where a registered provider contemporaneously provides-

(a) a sessional pre-school service, and

(b) a full day care service or a part-time day care service, or both, the minimum ratio of adults to children applicable for the duration of the sessional pre-school service in respect of the children attending that service shall be the ratio specified in paragraph (3).

(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 a designated person in charge and there was a named person available to deputise in the service. Staff rosters indicated that either the designated person in charge or deputy were available on the premises at all times when the pre-school children were present.

(4) On the morning of the inspection, there were 20 children present between 3-5 years There were six staff directly caring for these children.

In the afternoon, of the inspection, there were 3 children present between 3 to 5 years. There were five staff directly caring for the children.

(8)(a) The person in charge ensured that there were two staff on the premises at all times while the pre-school was operating.

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 two entrance doors to the preschool rooms and the external outdoor play area to the rear of the premises were secured so that children could not leave the area unsupervised and unauthorised persons could not enter the area.
- The fire doors were unobstructed.
- All cleaning agents were stored inaccessible to the children.
- Leads, cables, and flexes were secured and or inaccessible to prevent any trips or strangulation hazard.
- The playroom temperatures were thermostatically controlled, and maintained between 18°C to 22°C.
- Thermostatically controlled warm water not exceeding 43°C to facilitate hand washing was available to facilitate hygienic hand washing.
- Heavy equipment and furnishings were anchored appropriately.
- The playroom windows were high opening and thereby inaccessible to the children.
- All toys and play equipment were observed to be safe and in good condition.
- There were no pits or ponds in the outdoor area to cause any risk of injury to the pre-school child.
- The staff clearly identified to the early year's inspector, the drop off and collection procedures for children.

Infection Control

- The inspector observed that the children washed their hands regularly throughout the inspection to include, prior to consuming snack, after outdoor play and after toileting.
- Suitable hand washing facilities were provided with supplies of liquid soap.
- The playrooms and sanitary accommodations had foot operated lidded bins.
- The pre-school rooms and sanitary areas were well ventilated with the windows open throughout the inspection.
- Tabletops were cleaned immediately prior to children's snack break.

Administration of Medication:

- There were no medications administered to the children on the day of the inspection.
- The staff demonstrated knowledge of safe practices with regards to the safe storage and administration of medication should it be required.

Fire Safety:

- Monthly fire drills were carried out on the premises to ensure the children were familiar with the procedure in event of an emergency.
- All exit routes from the service were free from obstruction during the inspection

Non-Compliance Information

General Safety:

1. Five of the radiator covers in the preschool room 1 and 2 and one radiator cover in the dining area were in poor condition and damaged with the potential risk of injury to a child.
2. The handle grip on the see saw in the outdoor play area was absent and could pose risk of injury to a child.
3. Garda vetting was available for the seven staff members. However, one of these vetting disclosures was not dated within the previous three years and were not in adherence to the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

Infection Control:

4. In preschool room 2, there were floor mats with evidence of being frayed and torn, thereby preventing effective cleaning.
5. The wooden seating area under the climbing frame had evidence of being worn with chipped paint thereby preventing effective cleaning.
6. The lid on the bin in the sanitary area off preschool room 1 was broken and required replacement.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

The manager submitted a written response to the office of the early years inspectorate to advise that

1. The Radiator Covers have been repaired.
2. The handle grip on the see saw in the outdoor play area has been repaired.
3. Garda vetting has been applied for and awaited.

Infection Control:

4. In preschool room 2, the floor mats have been repaired.
5. The wooden seating area under the climbing frame will be sanded down and repainted in wood preserve as soon as the weather is dry enough for this procedure to be carried out.
6. The bin in the sanitary area off preschool room 1 has been replaced.

Supporting documentation submitted

General Safety:

Photographic evidence was submitted of

1. The five repaired radiator covers
2. The handle grip on the see saw.
3. Evidence of vetting application for on staff member

Infection Control:

4. The repaired floor mats
6. The new bin in the sanitary area off preschool room 1.

Documentary evidence of a memo compiled to remind staff to check the equipment and toys.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliances identified under Regulation 23 have been adequately addressed and will be reviewed on next inspection.

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 staff working in the pre-school service had evidence of a current first aid responder qualification, thereby ensuring a person trained was immediately available.
- (2)(a) The first aid cabinet was wall mounted in an easily accessible conspicuous position in the dining area for the staff and inaccessible to the children.
- (b) The first aid cabinet had content items within date.

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) Arrangements were in place to record monthly fire drills. The last documented fire drill was dated 23rd of September 2025.
- (b) A record of the number, type, and maintenance of firefighting equipment in the service was on file. Records indicated that the last annual maintenance for the firefighting equipment was dated 19th of November 2024. Records indicated that the last maintenance for the fire detection system was dated 23rd of May 2025.
- (4) A notice of the procedures to be followed in the event of a fire was displayed in each room and in the lobby areas.

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 certification of adequate insurance which had an expiry date 27th of March 2026.

The insurance for 33 pre-school children was for a part time service, included the following: -

- public liability insurance,
- insurance against fire and theft,
- buildings insurance,
- insurance for outings undertaken as part of the service provision.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

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

- (a) of sound and stable structure,*
- (b) safe and secure,*
- (c) kept adequately lit, heated and ventilated*
- (d) cleaned, maintained and repaired, as required, and*
- (e) equipped with adequate and suitable sanitary facilities.*

Compliance Information

(a) From a visual inspection the premises was of sound and stable structure.

(b) The entrance doors and the outdoor play area were secured to prevent children from exiting.

(c) Throughout the premises there were no signs of mould, mildew, or condensation.

There was a means of air circulation with openable windows and or mechanical vents in the sanitary areas.

The temperatures within the premises, were within the required temperature readings of between 18°C to 22°C.

(d) The service had records of cleaning schedules.

(e) The hot water was thermostatically controlled.

The children's toilets were partitioned with suitable doors to provide children with privacy.

Two toilets and two wash hand basins were provided off preschool room 1 and one toilet and wash hand basin was provided off preschool room 2.

Thermostatically controlled hot water, liquid soap, and hand drying facilities were provided.

One toilet and one wash hand basin which was plumbed with a hot and cold-water supply and provided with liquid soap, hand drying and a foot pedal operated bin was available to staff working in the service and was located off preschool room 1.

The children's sanitary accommodations were provided with openable windows for ventilation purposes and the staff sanitary accommodations had mechanical ventilation provided.

Non-Compliance Information

(d) The light fittings in the sanitary area off preschool room 1 had evidence of dust and dead flies and required cleaning.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The manager submitted a written response to state

(d) The light fittings in the sanitary area off preschool room 1 has been cleaned and regular checking of light fittings will take place and any matters needing addressing will be brought to the managers attention by the staff.

Supporting documentation submitted

Photographic evidence was submitted of the cleaned light fittings in the sanitary area.

Summary Comment

The inspector has reviewed the action taken and evidence submitted. The non-compliance identified under Regulation 29 has been adequately addressed.