

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015RN048		
<b>Name of Service:</b>	St. John's Pre-School Ltd		
<b>Address of Service:</b>	Lecarrow, Knockcroghery, Co. Roscommon		
<b>Eircode:</b>	F42 HC83		
<b>Name of Registered Provider:</b>	Breda Keenan		
<b>Service type:</b>	Sessional		
<b>Date(s) of Inspection:</b>	05/11/2025		
<b>No of pre-school children:</b>	AM	15	PM 8

<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Child and Family Agency, Government Buildings, Convent Road, Roscommon. Co Roscommon
<b>Inspection undertaken by:</b>	A Kennedy
<b>Title:</b>	Early Years Inspector
<b>Authority to Inspect</b>	
The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(J) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).	
<b>Conditions if applicable</b>	Not Applicable

### Description of service

This detached premises is on the national school grounds, in the village of Lecarrow, Co Roscommon. An Early Childhood Care and Education (ECCE) pre-school care programme and sessional care programme is offered, from 9.30hrs to 13.00hrs. The pre-school caters for a maximum of 22 children at any one time, for children aged between 2 years and 8 months and 6 years, from Monday to Friday. A play-based pre-school curriculum focusing on emerging interests is provided.

### Staffing

The registered provider does not work in the service. There are two staff employed in the service and a relief person is available to cover in event of staff absence. The staff members hold a Quality and Qualifications Ireland (QQI) at a Level 5 to 7, in Early Childhood Care and Education. The staff have documentary evidence of ongoing training and education.

### 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 9,11,22,23,25,26,28 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.*

*(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) There was a designated person in charge and there was a named person available to deputise in the service.

(b) The person in charge was on the premises when the early years inspector arrived and remained on site for the duration of the inspection.

Documentary evidence indicated that either the designated person in charge or deputy were available, on the premises, when the pre-school children were present.

The files for the three staff, were reviewed.

(2)(a) &(b) Six of the six validated written references on file in respect of the three staff, were from a past employer or a source other than a past employer.

(c) Garda vetting disclosures were available in respect of the three staff. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Documentary evidence indicated that one of the staff had lived outside the jurisdiction, for longer than 6 consecutive months, while over the age of 18 years, and had the required police vetting.

(4) The three staff working directly with the children had evidence of Quality and Qualifications Ireland (QQI) Level 5 to Level 7, in Early Childhood Care and Education.

### 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) 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. On the morning of the inspection, there were 15 pre-school children present. All children were aged between 2 years and 6 months to 5 years. There were two staff directly caring for these children and from 12:30 to 13:00hrs there were 8 preschool children present with two staff directly caring for these children

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

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

#### Regulation 22 – Food and drink

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

#### Compliance Information

- The service had a healthy eating policy.
- At 11.48hrs, the children had their snack of fruit pieces, cheese, meat slices, yogurt, crackers, wraps, and sandwiches, pancakes, and brown bread provided by parents and guardians.
- Children’s drinks were available to allow the children the opportunity to ‘self-serve’.
- Each child had their own individual placemat and plates, and cutlery, were offered to the children at their snack time.
- Perishable items from children’s lunch boxes were stored in a fridge in the kitchen.

### 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 entry to the premises and the staff only areas – the hall, storage areas, kitchen and adult sanitary area were secure and thereby inaccessible to a pre-school child.
- The external outdoor play area was secure so that children could not leave the area unsupervised and unauthorised persons could not enter the area.
- Fire doors were unobstructed.
- There were visibility strips on the clear glass door from the playroom onto the national school outdoor play area, as a precautionary measure.
- 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.
- All toys and play equipment were observed to be safe and in good condition.
- There were no pits or ponds in the outdoor areas 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:

- Children were observed washing their hands after toileting, after messy play, after outdoor play and prior to their snacks.
- Tabletops and work surfaces were cleaned with disposal paper towels and disinfectant spray.
- The playroom was kept adequately ventilated with the doors left open whilst maintaining the room temperatures at the required levels.
- Adequate supplies of disposable tissues were readily available in the playroom.
- The service had cleaning templates and schedules.

### Administration of Medication:

- It was advised during the inspection that presently there is no child on medication.
- Through discussion with the inspector, the staff demonstrated that they were aware of the correct procedures for the administration of medicines.

### Fire Safety:

- All exit routes from the service were free from obstruction during the inspection.

### Non-Compliance Information

#### General Safety:

- In the outdoor play area, a section of the wire fencing was low (2ft in height) potentially posing a risk of an unsupervised child exiting to the adjoining field.  
On the day of inspection, the person in charge advised of immediate remedial action to rectify this potential risk. Subsequent to the inspection, the person in charge advised that a new wire mesh fence has been ordered and this area has been cordoned off until the new fence is fitted.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

##### General Safety:

The registered provider submitted a written response to the office of the early years inspectorate to advise contact was made with local building contractor to arrange the fitting out of barriers to be installed temporarily until the new fence can be fitted. These barriers were fitted the next day 7th November 2025. A local fencing company have measured the area and ordered a six-foot-high green wire fence. The fence will be fitted when the materials arrive.

#### Supporting documentation submitted

##### General Safety:

The registered provider submitted photographic evidence of the temporary barriers and the new fencing which has been ordered for the outdoor area

#### Summary Comment

The inspector has reviewed the actions taken and evidence submitted. The non-compliance identified under Regulation 23 has been adequately addressed.

### 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) Two 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 box was stored in an easily accessible conspicuous position in the kitchen.
- (b) The first aid box was readily available.

### 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 was available of the fire drills completed in the service.

The last recorded fire drill was dated 10<sup>th</sup> of June 2025

(b) Records were available in relation to the number, type, and maintenance of fire-fighting equipment and the smoke and fire detection alarm system had an annual service dated 7<sup>th</sup> of February 2025.

(4) Notices were displayed within the service of the procedures to be followed in the event of fire in the premises.

#### Non-Compliance Information

(1)(a) It was noted that the last fire drill was carried out on 10<sup>th</sup> of June 2025.

Fire drills must be carried out monthly to ensure the children are familiar with the procedure in event of an emergency.

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

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

##### **The registered provider submitted a written response to advise that**

(1)(a) A fire drill was completed with the children on 6<sup>th</sup> November and the service will ensure to arrange and complete a fire drill with the children at least once a month every month from now on and they will be documented and put up on the notice board as evidence.

##### **Supporting documentation submitted**

Photographic evidence was submitted to advise of the drill carried on 6<sup>th</sup> of November.

#### Summary Comment

The inspector has reviewed the action taken and evidence submitted. The non-compliance identified under Regulation 26 has been adequately addressed.

### Part VI – Safety

#### Regulation 28 – Insurance

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

#### Compliance Information

The service's insurance with an expiry date 27<sup>th</sup> of March 2026, was for a parttime service covering 22 children 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) The service was maintained in an appropriate and adequate state of repair.
- (b) The entrance into the service was adequately secured to prevent a child exiting and an unauthorised person entering the premises.
- (c) The playroom was adequately lit, ventilated, and heated.
- (d) The premises was maintained in a clean and hygienic condition.
- (e) The sanitary facilities were adequate for the needs and requirements of the children attending the service.