

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015TY073
--------------------------	-------------

Name of Service:	Templemore Community Pre School
-------------------------	---------------------------------

Address of Service:	Bank Street, Templemore, Co Tipperary
----------------------------	---------------------------------------

Eircode:	E41 X433
-----------------	----------

Name of Registered Provider:	Renee Ludlow
-------------------------------------	--------------

Service type:	Part Time
----------------------	-----------

Date of Inspection:	29/01/2026
----------------------------	------------

No of pre-school children:	AM	11	PM	5
-----------------------------------	----	----	----	---

Address of the Early Years Inspectorate:	North Tipperary Civic Offices, Limerick Road, Nenagh, Co Tipperary, E45X099
Inspection undertaken by:	L McGeeney
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	N/A
---------------------------------	-----

Early Years Inspectorate Regulatory Report

Pre School

Description of service

This community service was established to provide care and education to children aged between 2 and 6 years old. The service is registered as part-time, that is, offering a service for up to 5 hours per day. The service operates Monday – Friday, 8.50am – 1.00pm for 50 weeks of the year, this includes a daily three-hour session that operates between 9am and 12pm for 38 weeks of the year. The session is funded under the early childhood care and education scheme (ECCE) for eligible children.

The service is operated from a purpose-built, detached premises in the town of Templemore in north Tipperary. The pre-school is one of the community services operated by Templemore Community Social Services and is located on the same site as their main premises in the town. The service consists of a large activity room, which can be divided into two rooms when required by closing a retractable partition wall. The room is divided each Wednesday when the mother and toddler group occupy the smaller room created by the division. There is also a kitchen, sanitary accommodation areas and an enclosed outdoor play area.

Staffing

The registered provider is the chairperson of Templemore Community Social Services and does not work directly in the service. The pre-school leader is the person in charge on a daily basis. There are a total of three staff employed in the service on a daily basis, including staff employed under the Access and Inclusion Model (AIM). The service regularly takes students on work experience or work placement.

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

Early Years Inspectorate Regulatory Report

Pre School

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 9(1)(2)(4), 11(1)(2)(4), 15(1)(3), 16(1)(3), 19(1)(a), 23, 24(1)(3) and 25.

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

An immediate action notice (IAN) was issued to the service following the inspection, as detailed under Regulation 9(2)(c). A response to the IAN was received on 5 February 2026 and the issue was resolved by 11 February 2026.

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.

Early Years Inspectorate Regulatory Report

Pre School

Part III – Management and Staff

Regulation 9 – Management and recruitment

(1) A registered provider shall ensure that-

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

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

- (a) consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,*
- (b) consideration of references from reputable sources in the case of a person who has no past employers,*
- (c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and*
- (d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.*

(4) A registered provider shall ensure that, without prejudice to the generality of paragraph (2) and subject to paragraphs (5) and (6), each employee working directly with children attending the service holds at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

Compliance Information

(1)(a) The pre-school leader was the person in charge on a daily basis and there was a named person who could deputise.

(b) The person in charge or her deputy were present in the service while it was in operation.

(2) Following a review of previous inspection information, information available on inspection and discussion with the person in charge it was determined that of the registered provider and three staff employed in the service, all staff members were employed at the time of the previous inspection in March 2024. There were two childcare students on work placement. All four staff and two student files were reviewed as part of the inspection process.

(a) Two written and validated references were available for each staff member working in the service.

Early Years Inspectorate Regulatory Report

Pre School

(b) Where past employer references were not available, there were references from sources such as previous schools and colleges.

(c) Garda vetting was available on file for four staff members and one childcare student working in the service. Garda vetting had not been renewed in respect of one staff member, in compliance with the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Further information is available under Regulation 23.

(d) Police vetting documentation was not required as none of the staff had lived outside of the state for a period of six consecutive months or longer.

Non-Compliance Information

(2)(c) Garda vetting had not been acquired in respect of one of the childcare students before they were allowed access to the children. An immediate action notice (IAN) was issued to the service in relation to this on 4 February 2026. On the 5 February 2026, an adequate response was received from the person in charge to mitigate the identified risk. On 17 February 2026, a copy of the Garda vetting was sent to the early years inspector, dated 11 February 2026.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The student left the service and did not return until Garda Vetting was obtained. Garda vetting was applied for immediately and Garda vetting was issued on 11/02/2026.

All staff took part in training and refreshing of policies and procedures. All staff took part in children first e-learning. All staff will book in with local County Childcare committee for next available Children first training. No students will be allowed on work placement until Garda vetting is secured and received. Both person in charge and deputy person in charge will have to sign off on student documents before placement can commence.

Supporting documentation submitted

A copy of the student Garda vetting was received by the offices of the early years inspectorate on 17 February 2026.

Summary Comment

All evidence submitted meets the requirements Child Care Act 1991 (Early Years Services) Regulations 2016.

Early Years Inspectorate Regulatory Report

Pre School

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.*
- (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).*

Compliance Information

- (1) There were 11 children aged between 3 and 5 years old being supervised by 3 staff on the morning of the inspection. There were five children being supervised by two staff after 12pm. There were also two childcare students present in a supernumerary capacity.
- (2) The adult to child ratio was maintained within the requirements throughout the day.
- (4) The adult to child ratio was maintained at greater than the minimum requirements of 1:11 for the morning session and 1:8 in the afternoon.

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

The completed registration forms of the 13 children enrolled in the service were reviewed as part of the inspection process.

(1) The registration forms contained the required information as detailed under parts (a) – (i) of this regulation.

(3)(a) The registration forms were available on the premises for inspection by an authorised person.

Early Years Inspectorate Regulatory Report

Pre School

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;*
- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (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.*

(3) A record referred to in paragraph (1) shall be open to inspection on the premises, and the documents and records referred to in paragraph (2)(a) shall be open to inspection whether on the premises or elsewhere, by an authorised person.

Compliance Information

(1) The records required to be kept in writing in relation to the service as detailed under parts (a) – (k) of this regulation were available.

(3) The required records were available on the premises for inspection by an authorised person.

Early Years Inspectorate Regulatory Report

Pre School

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) The following was observed on the day of inspection through direct observation, review of records and discussions with staff:

Basic needs:

Children enjoyed freedom of movement throughout the morning and early afternoon. The room was large and allowed for physical activities such as climbing and sliding as well as quieter pursuits such as reading, table-top activities and art.

The children had access to food and drinks during the day. Children and staff sat together in the dining area of the kitchen at lunchtime. Children were given as much time to eat as they needed. Most of the children brought their own foods to eat. The service also had a selection of healthy food available which the children could eat to supplement what they had brought or as a replacement. Staff were aware of the children's different dietary needs, preferences and special diets such as vegan and halal.

The children accessed the toilets independently when they needed to. Children who were not yet toilet-trained had their nappies changed as often as was required.

The children could rest and relax in the cosy area beside the library when they wanted to.

Supporting relationships:

The children were cared for by the same team of staff each day in favourable adult to child ratios. This ensured that the staff and child got to know each other well and that each child received as much individual attention as they needed.

Early Years Inspectorate Regulatory Report

Pre School

Staff said that as the service had been active in the community for about forty years they had many families attending for the second generation. There were also siblings and cousins attending together. This demonstrated the strong relationships and connections created in the service.

Physical and material environment:

The children had access to a large, bright, well-resourced and well laid out activity room. The toys and materials were easily accessible to the children on low level shelving or storage units. The children were given freedom to access and create play spaces according to their own needs and interests. For example, one child enjoyed making cubbies and playing in small spaces so he was given the resources to do that.

The children benefitted from having a second room available for dining which provided a change of environment during the day.

The children had access to a large enclosed outdoor play area adjacent to the pre-school premises. This space had grass and all-weather surfaces and was equipped with play houses, climbing and sliding units and planting areas.

Part VI - Safety

Regulation 23 - Safeguarding health, safety and welfare of child

A registered provider shall ensure that all reasonable measures are taken to safeguard the health, safety and welfare of a pre-school child attending the service and that the environment of the service is safe.

Compliance Information

General safety:

The service was kept secured. The site was accessible through a locked metal gate with a bell and buzzer system to allow staff to see who was seeking access before releasing the gate lock. The visitors could then be seen through the windows in the premises as they approached the front door, which had glass panels for visibility. The door to the service was kept secured. Staff managed entry and exit to the premises through the front door into the entrance lobby.

A stair gate was used between the activity room and the entrance lobby to ensure that children could not leave the service unsupervised. This was of particular importance on Wednesdays when part of the premises was used

Early Years Inspectorate Regulatory Report

Pre School

by a Mother and Toddler group which meant there was more movement in and out of the premises on that morning.

Hot water for hand washing was heated by electric water heaters that were thermostatically controlled not to exceed 43°C. Hot water was 42°C on the day of the inspection.

There were steps to help children access the nappy changing unit for nappy changing, eliminating the need for children to be lifted onto the unit.

Infection control:

The service had an infection prevention and control policy which included effective cleaning, hand washing and exclusion periods for illnesses.

The staff and children were observed to wash their hands at appropriate times during the day such as before preparing or eating food, after messy activities and after using the toilet.

Administration of medication:

The service had a policy on the administration of medication. Signed parental consent was sought prior to any medication being given to a child.

Safe sleep:

Children did not routinely sleep while attending the service. There were child sized beds available if required. If a child wanted to sleep during the day the bed was placed in a position which enabled the staff to supervise the sleeping child.

Fire safety:

Fire escape routes were kept clear of obstruction.

Non-Compliance Information

General safety:

Garda vetting had not been renewed in respect of the registered provider, in compliance with the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years.

Action submitted by the Registered Provider

Corrective & Preventive Action

General safety:

The person in charge created an account on the Tusla vetting portal immediately. Application was submitted with required documents and documents were posted to Tusla office. Documents were accepted and link for vetting received by registered provider.

The person in charge has taken on the role of applying for Garda Vetting of registered provider.

Early Years Inspectorate Regulatory Report

Pre School

Supporting documentation submitted

General safety:

The application for garda vetting was received.

Summary Comment

All evidence submitted meets the requirements of the Child Care Act 1991 (Early Years Services) Regulations 2016.

Part VI - Safety

Regulation 24 - Checking in and out and record of attendance

(1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.

(3) A registered provider shall ensure that-

(a) no person other than-

(i) pre-school child attending the service,

(ii) a person dropping or collecting such a child,

(iii) an employee, or

(iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and

Compliance Information

(1) Staff were responsible for recording the arrival and departure times of the children in the attendance register.

(3)(a) Staff met all visitors to the service at the front door of the premises before allowing them access to the pre-school if appropriate.

Early Years Inspectorate Regulatory Report

Pre School

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) There were three members of staff present who held current certification in first aid response (FAR) valid until December 2027.

(2)(a) There were two suitably equipped first aid boxes on a shelf in the activity room where they could be easily accessed when required.

(b) The first aid boxes were available if required by a child attending the service.