

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015TY120
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<b>Name of Service:</b>	Kilsheelan Playschool
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<b>Address of Service:</b>	Unit 5 Ivowen Complex, Kilsheelan, Clonmel, Co Tipperary
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<b>Eircode:</b>	E91 VP28
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<b>Name of Registered Provider:</b>	Barbara Byrne
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<b>Service type:</b>	Part Time, Sessional
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<b>Date of Inspection:</b>	05/02/2025
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<b>No of pre-school children:</b>	AM	16	PM	N/A
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<b>Address of the Early Years Inspectorate:</b>	Glenmorgan Building, Ferryhouse, Clonmel, Co Tipperary, E91RF38
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<b>Inspection undertaken by:</b>	Antoinette McNamara
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<b>Title:</b>	Early Years Inspector
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### 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).

<b>Conditions if applicable</b>	N/A
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### Description of service

Kilsheelan Playschool is a privately owned part-time early years service. The service is located on the first floor of Ivowen business complex in the village of Kilsheelan Co Tipperary. The service comprises of two linked classrooms, sanitary accommodation, and an office. The service has access to an outdoor play area off site, which was located across the road in the K-Plan Community Centre. The early years service is registered to provide a part-time service which includes the provision of a sessional Early Childhood Care and Education session from 09:30 to 12:30. A registered school age childcare service is also provided.

### Staffing

There were two staff members and the registered provider present on the inspector's arrival. Staff members held qualifications in Early Childhood Education and Care at Level 5 and above on the National Framework of Qualifications.

### 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.

Regulation 9 (1)(a)(b)(2)(a)(c)(d)(4) Management and recruitment,  
Regulation 11(1)(2) Staffing levels,

Regulation 15 (1) (a-i) (3) Records in relation to a pre-school child,  
Regulation 21 Equipment and materials  
Regulation 23 Safeguarding health, safety, and welfare of the child,  
Regulation 25 First aid,  
Regulation 26 Fire safety and  
Regulation 28 Insurance.

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 registered provider, 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*

*(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,*
- (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 registered provider is the person in charge and oversees the operation of the childcare facility. There is also a named deputy person in charge.
- (b) The person in charge was present when the unannounced inspection commenced and facilitated the inspection process.
- (2) Recruitment records in respect of the three adults were reviewed and the following information was obtained:
- (a) Six of the six required written and validated references were from past employers.
- (c) Garda vetting disclosures had been obtained for the three staff. Garda vetting had been renewed, in compliance with the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years.
- (d) Employment history records demonstrated that police vetting from other jurisdictions was required for one of the adults and the relevant documentation was in place.
- (4) The adults employed to work directly with children held a major award in Early Childhood Care and Education and copies of the corresponding certificates were available.

### 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.*

### Compliance Information

- (1) On the day of inspection there were adequate numbers of staff working directly with the children.
- (2) The registered provider ensured that the adult to child ratio was maintained throughout the day of inspection. There were 3 staff caring for a total of 16 children on the morning of the inspection.

## Part IV – Information and Records

### Regulation 15 – Record of pre-school child

*(1) A registered provider of a pre-school service other than a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that a record in writing is kept in respect of each pre-school child attending the service containing the following particulars:*

- (a) the name and date of birth of the child;*
- (b) the date on which the child first attended the service;*
- (c) the date on which the child ceased to attend the service;*
- (d) the name and address of a parent or guardian of the child and a telephone number where that parent or guardian or a relative or friend of the child can be contacted during the hours of operation of the service;*
- (e) authorisation for the collection of the child;*
- (f) details of any illness, disability, allergy or special need of the child, together with all the information relevant to the provision of special care or attention;*
- (g) the name and telephone number of the child's registered medical practitioner;*
- (h) record of immunisations, if any, received by the child;*
- (i) written parental consent for appropriate medical treatment of the child in the event of an emergency.*

*(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-*

- (c) an authorised person.*

### Compliance Information

A sample of 10 completed registration forms were reviewed as part of the inspection process:

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

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

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

### Regulation 21 – Equipment and materials

*A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.*

#### Compliance Information

The service consisted of two large, bright pre-school rooms which were well maintained with a wide range of toys, materials and furniture suitable to the age and stage of development of the children attending the service. There were child sized tables and chairs for tabletop activities such as Montessori work, puzzles and eating at snack time. The rooms had a number of well- resourced, defined interest areas which included books, large building blocks, art and craft materials, a dolls house, a construction station, and a range of other age-appropriate toys which were inviting and stimulating for children. There were low level open shelves around the room where Montessori work, jigsaws/puzzles and toys were easily accessible to the children. Some of the shelves had toy boxes that were also easy to see and accessible to the children.

## 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 door to the premises was locked and needed to be opened from the inside. Staff were required to answer a call bell system in order to open the secure door to grant access to the preschool area, therefore children could not exit the service unsupervised and unsupervised visitors could not enter.

##### Infection control:

Children were observed washing their hands before snack and after toileting. There was warm running water, liquid soap, and paper hand towels available for hand drying throughout the service. There were designated

children's toilets available to the children. Designated staff toilets were also provided in the upstairs of the premises. There was documented evidence of routine cleaning of the early years environment.

**Administration of medication:**

Administration of medicines records were reviewed. These were correctly completed, dated, witnessed by staff and signed by parents in line with the service policy.

**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 staff trained in first aid responder (FAR) available to the children attending the service.

(2)(a)(b)

There was a suitably equipped first aid box stored in the main corridor which was accessible, well stocked and was available for use.

**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 fire fighting equipment and smoke alarms in the premises.*

**Compliance Information**

1)(a) There was a written record of the monthly fire drills that took place in the service, most recently on the 14<sup>th</sup> January 2025. Staff also advised that fire drills took place monthly.

(b) There was a record available demonstrating that the fire panel system and firefighting equipment was last service on the 21<sup>st</sup> of January 2025.

## Part VI - Safety

### Regulation 28 - Insurance

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

#### Compliance Information

An in-date insurance certificate was available for inspection to demonstrate that valid insurance was in place.