

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015TY132
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Name of Service:	Millennium Family Resource Centre
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Address of Service:	Millennium Family Resource Centre, Glengoole, Thurles, Co Tipperary
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Eircode:	E41 A065
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Name of Registered Provider:	Julie O Halloran
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Service type:	Sessional
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Date of Inspection:	06/05/2026
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No of pre-school children:	AM	12	PM	N/A
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Address of the Early Years Inspectorate:	Glenmorgan Building, Ferryhouse, Clonmel, Co Tipperary E91RF38
Inspection undertaken by:	Antoinette McNamara
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).

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Description of service

Millennium Family Resource Centre was established in 1998 and provides sessional care to children aged 2 to 6 years old. The Early Childhood Care and Education Scheme (ECCE) is offered by the service 38 weeks of the year to eligible children. Located in a single storey purpose-built premises within the Family Resource Centre in the rural village of Glengoose, Tipperary. The service operates Monday to Friday from 09:30 to 13:00 daily. The service consists of a single early years room, sensory room, sanitary accommodation and an outdoor play area.

Staffing

The service currently employs three staff members who work directly with children. The registered provider does not work directly with children in the service. Staff held qualifications in Early Childhood Education 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)(b)(c)(d)(4) Management and recruitment,

Regulation 10 Policies and procedures,

Regulation 11(1)(3) Staffing levels,

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Regulation 15 (1) (a-i) (3)(c) Records in relation to a pre-school child,

Regulation 21 Equipment and materials

Regulation 25 (1)(2)(a)(b) First aid

Regulation 26 (1)(a)(b)(4) Fire safety

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.

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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 a named deputy who was able to deputise, as required.

(b) A person in charge was present on the day of inspection. From a review of the rosters a person in charge was present daily.

The staff files for three staff, and the registered provider were reviewed on the day.

(2)(a) Two written and validated references were available for each person working at the service.

(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 everyone working in the service. Garda vetting had been renewed, in compliance with the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years.

(d) Not applicable. Review of the curriculum vitae indicated that police vetting was not required.

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(4) Certificates of qualifications for the staff working with pre-school children were available on file demonstrating that they held a qualification at level 5 and above on the National Framework of Qualifications.

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 were assessed for compliance and were deemed to meet the necessary requirements:

- Accident and incident policy
- Authorisation to collect children
- Outdoor play
- Settling in policy

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) On the day of inspection there were adequate numbers of staff working directly with the children.

(3) During the morning session there were 12 children being directly cared for by 2 staff.

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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 (f) and part (i) of this regulation.
- (3)(c) The registration forms were available on the premises for inspection by an authorised person.

Non-Compliance Information

The service did not maintain a written record of the following required information.

- (1)(g) The name and telephone number of the child's registered medical practitioner was not present on any of the 10 sampled forms.
- (h) Record of immunisations, if any, was not present for seven of the sampled forms.

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Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1)(g) The name and contact number of each child's medical practitioner has been added to the enrolment forms of all children currently in the service.

(h) Immunisation records have been received from parents of all children vaccinated and are now on file with their registration.

Supporting documentation submitted

Completed enrolment forms with registered medical practitioner details included were submitted to Early Years Inspector.

Completed vaccination records including medical practitioner official stamp were submitted to Early Years Inspector.

Updated enrolment form which includes a section for medical practitioner details along with the updated enrolment policy submitted to Early Years Inspector.

Summary Comment

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

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 one large preschool room which was very well equipped with a range of toys, materials and furniture suitable to the age of the children attending the service. Children's sanitary accommodation was directly accessible off the classroom. There were child sized tables and chairs for tabletop activities such as Montessori work, playdough, puzzles and eating at snack time. The equipment and materials reviewed on inspection were well maintained. All materials were accessible to the children on low level shelving. The service had personalised coat hooks for each child attending the service. There were clear interest areas developed within the room such as the home corner area, construction area, book area, arts and crafts area and messy play area. The messy play area was set up with sand on the morning of inspection. There was a children's height sink in the classroom. There was ample space for children to engage in floor play. The outdoor area was directly accessible from the classroom and fully enclosed. Part of the outdoor area was covered and could be used all year around by

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the children. The children had a variety of toys and equipment outside including a messy play area, mud kitchen, a playhouse, children's furniture and a slide. There was a shed of additional outdoor resources. A bug hotel was also present in the outdoor area.

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 Response (FAR) available to the children attending the service.

(2)(a) There was a suitably equipped first aid box stored in an easily accessible position.

(b) The first aid box was available to the children attending the service.

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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.*
- (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) There was a record of fire drills that had taken place in the service. The last fire drill was recorded as having taken place on the 14th of April 2026 and staff advised that monthly fire drills were completed.
- (b) There was a record available demonstrating that the smoke alarm system was last serviced in August 2025 and the firefighting equipment was last serviced in August 2025.
- (4) There was a notice of the procedures to be followed in the event of a fire displayed in a conspicuous position on the premises.