

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015TY142
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Name of Service:	Rossmore Pre-School
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Address of Service:	Rossmore National School, Rossmore, Cashel, Co Tipperary
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Eircode:	E25E772
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Name of Registered Provider:	Jennifer Ryan
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Service type:	Sessional
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Date of Inspection:	01/09/2025
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No of pre-school children:	AM	8	PM	N/A
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Address of the Early Years Inspectorate:	13 Market Square, Mallow, Cork P51DD5Y
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Inspection undertaken by:	B Fraher
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Title:	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).

Conditions if applicable	N/A
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Description of service

This private sessional service operates from a prefabricated building on the grounds of Rossmore National School. Established in 2009, the service provides care and education for children aged 2 to 6 years from 9:00 to 12:00. The building comprises of a single early years room and sanitary accommodation with capacity for up to 19 children. The outdoor play area is shared with the national school.

Staffing

The service currently has two adults employed in the service, including the registered provider. The registered provider operates the service singlehandedly on Mondays and Fridays. There was a nominated person available to contact in the adjacent primary school, to call upon in the case of an emergency.

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. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under Regulations 9 Management and recruitment, Regulation 10 Policies procedures of a pre-school service. Regulation 11 Staffing , Regulation 15 Records of a pre-school child, Regulation 16 Record of a pre-school service, Regulation 19 Health, welfare and development of a child, Regulation 23 Safeguarding health, safety and welfare of child, Regulation 24 Checking in and out and

record of attendance, Regulation 25 First aid and Regulation 26 Fire safety measures, however, on inspection additional non-compliance which posed a risk was identified under Regulation 27 Supervision. These findings are outlined within the relevant regulations within this report.

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 was issued to the registered provider in response to a breach of Regulation 25 as no staff member on duty held an in date first aid responder certificate (FAR) or first aid. This posed a risk to the children in the event of a medical emergency. It is acknowledged that the registered provider attended a first aid course on the 01 September 2025 and has booked FAR training for 8 September 2025. This was adequate to mitigate the risk.

Acknowledgments

The inspector wishes to acknowledge the cooperation of the children and the registered provider 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,
- (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 person in charge on the day of inspection, and a named deputy was available to deputise as required.
 - (b) The registered provider was the person in charge and was on duty when the inspector arrived and remained present throughout the inspection.
- (2) The staff files in relation to two adults who were employed in the service were the subject of the inspection.
- (a) Of the four required references, one was from a previous employer with a record of validation on file.
 - (b) Of the four required references, three were from another source other than a previous employer with a record of validation on file.

(c) Garda vetting disclosures had been obtained and were on file for each of the two adults. The service demonstrated compliance with the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years.

(d) No staff member had lived outside the state for over six months as an adult; therefore, no police vetting was required.

(4) Records demonstrate that the two adults had achieved a major award in Early Childhood Care and Education at level 5 to level 7 as listed 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 reviewed:

- Policy on healthy eating.
- Policy on administration of medication.

The policies contained the information required to guide staff in their care practices for children.

Non-Compliance Information

1. On the day of inspection, the registered provider stated that the service did not have a policy on outdoor play. This is a regulatory requirement.
2. The services policy on accident and incidents did not contain the required information to meet the regulatory requirements. The policy requires updating in relation to risk assessments following an incident and storage of the records.
3. On inspection, the service did not have a supervision policy in place. This is a regulatory requirement. The inspector was unable to assess if adequate supervision was taking place.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

1. The service introduced the policy and will review it yearly.
2. The service updated the policy and will review it yearly.
3. The service introduced a supervision policy and will review it yearly.

Supporting documentation submitted

1. Policy received.
2. Policy received.

3. Policy received.

Summary Comment

The action taken by the registered provider have addressed the non-compliances identified under Regulation 10.

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 the time of inspection, there were the minimum number of adults required, responsible for the direct care and supervision of the children in attendance at all times.
- (3) The service met the minimum ratio required as per regulation in the care room. The eight children attending the service were supervised directly by one adult.

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.*

Compliance Information

- (1)
- (a-i) The records of the eight early years children attending the service on the day of inspection were reviewed. The records were found to contain all the required information.

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:
- (h) details of attendance by each pre-school child 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.*

Compliance Information

- (h) The registered provider has records available with details of attendance of each child in the service.
- (j) No child in the service was currently on medication. The service had a process in place to record medication administration if needed.

Non-Compliance Information

- (k) On the day of inspection, the service did not have previous accident, injury or incident records available for review. This is at variance to the services policy which described how the information would be recorded. The inspector could not ascertain that incidents that may have occurred were recorded correctly, and parents/guardians informed.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The registered provider purchased an accident and incident book and will ensure it is available in the service at all times.

Supporting documentation submitted

The statement from the registered provider is accepted.

Summary Comment

The action taken by the registered provider has addressed the non-compliance identified under Regulation 16(k).

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

Basic needs:

- All snacks were provided by the parents and were observed to be healthy and nutritious. On the day of inspection, it was observed that the children's snacks consisted of ham and cheese sandwiches, yogurts, crackers and fruit.
- Drinking water was stored in the fridge and children were observed to freely access their drinks throughout the morning.
- Children accessed the toilets independently under the supervision of the registered provider, assistance was given where needed.
- Children were encouraged and supported to wash their hands prior to eating and after using the toilets.
- A rest area was available in the corner of the care room which consisted of a mat and cushions.

Supporting relationships:

- Throughout the day, the registered provider was heard engaging in social conversation with the children, which helped to promote a relaxed and happy atmosphere.

- Interactions between the registered provider and the children was observed to be warm and sensitive. Examples include communicating positively with the children throughout play, reading a book, offering reassurance and providing comfort to a child who became upset.
The registered provider communicated with parents at drop off and collection, via email and text messages.

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:

- Access to the main door was adequately secured that prevented unauthorised access or exit by a child.
- The play materials, resources and equipment assessed were in a satisfactory condition.
- The cleaning agents were adequately stored out of reach of the children.
- Windows were secured to prevent access by the children.

Infection control:

- Waste was appropriately disposed of in a foot operated pedal bin.
- Children had access to warm water recorded at temperatures of between 20.1°C and 20.2°C. Liquid soap, paper towels and a lidded bin was available for use at the two wash hand basins.
- Children's belongings were stored on hooks on the wall.
- Children's snacks were stored in the refrigerator.
- The registered provider was observed sanitising tables before and after meals maintaining cleanliness to help prevent the spread of germs.

Fire safety:

- Emergency fire exit doors were unobstructed in the care room.
- Fire extinguishers were secured on brackets to the wall.

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-

(b) a daily record in writing is kept of the entry on the premises of any such person.

Compliance Information

(1) The attendance book was available in which the inspector observed that all of the children present on the day had their check in and out times completed for the duration of the inspection.

(3)

(b) Visitor's records were kept in writing of any person entering the premises and the inspector was asked to sign in on arrival

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

(2)

(a) There was a stocked first aid box available in the service, which was safely stored out of reach of children.

(b) During the inspection the first aid supplies were available to the adults to use for the children if needed.

Non-Compliance Information

(1) An Immediate Action Notice was issued on the 01 September 2025 to the registered provider in response to a breach of Regulation 25 as no staff member on duty held an in date first aid responder certificate (FAR) or first aid. This posed a risk to the children in the event of a medical emergency.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The registered provider has completed FAR training and will renew prior to expiry.

Supporting documentation submitted

Copy of FAR certificate received.

Summary Comment

The action taken by the registered provider has addressed the non-compliance identified under Regulation 25.

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) Fire drill records were reviewed. Evidence was available to show fire drills were practiced and recorded on a monthly basis. Records showed that the last fire drill was completed 13 June 2025.
 - (b) The certification of servicing for the firefighting equipment indicated this was carried out on the 2 September 2024.
 - (4) The services fire evacuation procedure was clearly displayed at the fire exit door.

Non-Compliance Information

1 (b) The service had no records available of maintenance carried out on the smoke alarm systems since 21 Jan 2023. This was also not available in the last inspection on 07 November 2022. This poses a risk of safety to the children and adults in the service in the event of fire.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

A copy of the maintenance certificate was received from the National School. A cert will be obtained from the school when maintenance is completed in the future.

Supporting documentation submitted

A copy of the certificate was received in the office of the inspectorate.

Summary Comment

The action taken by the registered provider has addressed the non-compliance identified under Regulation 26.

Part VI - Safety

Regulation 27 – Supervision

A registered provider shall ensure that pre-school children attending the service are supervised at all times.

Non-Compliance Information

The area accessible to the children for outdoor play was large with a number of distinct play areas. On the day of inspection, the registered provider was operating single handed and could not adequately supervise the children by sight or sound as they played. Being unable to supervise all the children by sight or sound posed a risk to their safety.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The policy containing the procedures to be followed in outdoor play was updated. This will be reviewed yearly.

Supporting documentation submitted

The outdoor play policy was received.

Summary Comment

The action taken by the registered provider has addressed the non-compliance identified under Regulation 27.