

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015WD059
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Name of Service:	Naíonra Scoil Gharbháin
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Address of Service:	Abbeyside, Dungarvan, Co. Waterford
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Eircode:	X35 NP84
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Name of Registered Provider:	Silvia Ui Sheanloaich
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Service type:	Part Time
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Date of Inspection:	29/04/2026
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No of pre-school children:	AM	58	PM	Not applicable
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Address of the Early Years Inspectorate:	Community Care Buildings, Cork Rd., Waterford City.
Inspection undertaken by:	A. Bradshaw
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

Naíonra Scoil Gharbháin is based in the ground of the local Gaelscoil on the outskirts of Dungarvan town. The service is registered to care for up to 60 children aged from 2 to 6 years on a part-time basis. The two main care rooms are in a purposely built premises at the rear of the school with a third room in a modular building adjacent. There are sanitary facilities in each room, an office and kitchen. The outdoor space is to the side of the building, and the children have the use of a nearby football pitch.

The service offers care for school age children also.

Staffing

The registered provider employs 10 staff and does not work directly with the children.

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 – Management and Recruitment;

Regulation 11 – Staffing Levels;

Regulation 15 – Record of a Pre-School Child;

Regulation 16 – Record in Relation to Pre-School Service;

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Regulation 19 – Health, Welfare and Development of Child;

Regulation 23 – Safeguarding Health, Safety and Welfare of Child.

Regulation 32 – Complaints.

A sampling process was used to assess compliance under Regulation 15 – Record of a Pre-School Child and Regulation 16 – Record in Relation to a Pre-School Service.

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, and*
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.*

(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)(b)(c)

The person in charge was on the premises during the inspection. Through discussion with the staff, it was determined that the person in charge or the deputy person in charge was always on the premises during the hours of operation. Staff names, roles and qualifications were displayed in the hallway of the service.

(2)

Ten staff files were reviewed on the day.

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(c) Garda vetting disclosures had been obtained for all staff. However, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under regulation 23 of this report.

(d) On a review of documents available on the day and with discussion with staff, police vetting disclosures were available for staff who had lived outside of the state for a period of longer than six months as an adult.

(4)

Evidence was available to demonstrate that all staff members qualifications were equivalent to at least a major award in Early Childhood Care and Education at Level 5 on the National Qualifications Framework.

Non-Compliance Information

(2)

(a)(b) Written validated references for two staff were not available on file.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The registered provider stated that both references have been validated and going forward all references will be validated by phone or in person prior to a new member of staff commencing.

Supporting documentation submitted

A copy of the validated references was submitted.

Summary Comment

The action and plan submitted by the registered provider has addressed the non-compliance identified on inspection

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.

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Compliance Information

(1)(2) The correct adult/child ratio was maintained during the inspection and there were sufficient staffing levels to respond to children's needs. There were 8 staff caring for 58 children. The person in charge was available for support if required. On review of the staff and children's attendance records, it was evident that the minimum ratio of adults to children was maintained over the previous four weeks.

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

The registration forms for 12 children were reviewed, and all the required information was included in these forms.

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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;*

Compliance Information

Information required from (a) to (i) was available in the staff files, the parental handbook, the policies and in the written records reviewed on the day.

Part IV – Information and Records

Regulation 17 – Information for parents

A registered provider shall ensure that a parent or guardian of a child proposing to attend the service is provided with the information referred to in subparagraphs (a) to (g) of Regulation 16(1).

Compliance Information

On a review of the 2025 parental handbook, the service policies and documentation displayed in the main hallway, the inspector was assured the information required for this regulation was available. The person in charge stated the parental handbook was reviewed annually and the policies were currently under review.

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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

Compliance Information

(1)(a) The inspector observed the following:

Staff were observed to support children's independence and fostered their confidence during the morning. Children were encouraged to 'help out' with jobs.' A staff member was observed to invite children to help to dismantle large cardboard boxes after a delivery. Children were encouraged to manage their personal care, they were reminded to tidy up after their break, place their bags at their own cubbies and to toilet independently. Staff were available to offer support of required.

The layout of the environment in the three care rooms enabled children to access materials, toys and equipment independently and return them to the low shelving. These spaces offered a variety of experiences including sensory play, imaginative play, activities to develop fine motor skills, arts and crafts, construction and an area to sit and read. Two children were observed to lie on their backs at the play kitchen trying to 'fix the plumbing'. There were tools and hard hats available to support their imaginative play. Children were noted to wear dress up clothes during the morning which enhances their imaginative play.

Staff used Irish words in their sentences and repeated them in English to support children in the gradual immersion into the Irish language. Staff were observed spending time with the children, sitting at their level when speaking to them and waiting for the child to reply before continuing the conversations.

The person in charge described how they supported children's transitions and at this time of year how they brought the children to the primary school to see where the junior infant class is in preparation for September and they engaged in joint activities with the school during the year.

Staff responded to children in a positive manner. In the garden, children and staff were observed to engage in a relaxed and familiar manner. Staff engaged in the children's play and extended the experiences, for example, by suggesting new ideas to the children who were climbing.

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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.

Non-Compliance Information

General Safety:

While it is acknowledged that Garda vetting was available for all staff members, one vetting disclosure was not dated within the previous three years in an adherence of the Early Years Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

The registered provider stated that a Garda vetting renewal was applied for on the day of the inspection and a record of when Garda re vetting is due has been made and going forward, these will be applied for two months in advance.

Supporting documentation submitted

General Safety:

Evidence that Garda re-vetting has been applied for was submitted.

Summary Comment

The action and plan submitted by the registered provider has addressed the non-compliance identified on inspection.

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Part VIII - Notifications and Complaints

Regulation 32 – Complaints

- (1) A registered provider shall ensure that the complaints policy of the service specifies-
- (a) the procedure to be followed by a person for the purposes of making a complaint in relation to the service,
 - (b) the manner in which such a complaint shall be dealt with, and
 - (c) the procedures for keeping a person who makes such a complaint informed of the manner in which it is being dealt with.
- (2) A registered provider shall ensure that-
- (a) a record in writing is kept of a complaint made to the provider in respect of the pre-school service, and
 - (b) the complaint is duly dealt with in accordance with the provider's complaints policy.

Compliance Information

- (1) In discussion with management and a review of the policy it was found that the registered provider had ensured the complaints policy included the relevant information required in this regulation.
- (2) The person in charge stated that there had never been a written complaint as indicated by the policy.