

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015WH021		
<b>Name of Service:</b>	Peter Pan Pre-school		
<b>Address of Service:</b>	Castletown, Delvin, Co. Westmeath		
<b>Eircode:</b>	N91 PN47		
<b>Name of Registered Provider:</b>	Rita McGrath		
<b>Service type:</b>	Sessional		
<b>Date of Inspection:</b>	03/02/2026		
<b>No of pre-school children:</b>	AM	21	PM 13
<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Tusla, Child and Family Agency, SAP Office, St. Loman's Campus, Springfield, Mullingar, Co. Westmeath.		
<b>Inspection undertaken by:</b>	C. O' Connor Hughes		
<b>Title:</b>	Early Years Inspector		
<b>Authority to Inspect</b>			
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>	Not applicable.		

### Description of service

This sessional service provides an Early Childhood Care and Education programme to children aged 2 to 6 years from 09:00-12:00 and 12:30-15:30. The service operates on a Monday to Friday basis.

The service is located in a purpose-built premises adjoining the registered provider's home with three interconnected pre-school rooms for the children's use. There is an outdoor play area at the front of the service.

The service is located on the outskirts of Delvin, Co. Westmeath.

### Staffing

The registered provider employs three adults in the service. The registered provider and two adults were working directly with the children on the 3 February 2026. The registered provider facilitated the inspection and attended the closing meeting.

### 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 - (1)(a)(b) (2)(a)(b)(c)(d) (4) (6) (6A) (7)

Regulation 10- Polices Procedures etc. of Pre-School service

Regulation 11 -Staffing Levels - (1) (3)

Regulation 16 (1)(h)(j)- Record in Relation to Pre-School Service

Regulation 19- Health, Welfare and Development of child - (1)(a)(b)(3)

Regulation 32- Complaints

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

Information submitted to Tusla informed the inspection.

## 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,*
- (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.*

*(3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.*

*(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.*

*(6) Paragraph (4) shall not apply before 1 September 2021 to a person who-*

- (a) has signed a declaration on or before 30 June 2016 to the effect that he or she intends to retire from employment in a pre-school service before 1 September 2021, and*
- (b) is in possession of a letter from the Minister confirming that paragraph (4) shall not apply to him or her before that date.*

*(6A) is inserted by S.I. No.632 of 2016 CHILD CARE ACT 1991 (EARLY YEARS SERVICES) (AMENDMENT)*

*REGULATIONS 2016 which states; Regulation 9 of the Child Care Act 1991 (Early*

*Years Services) Regulations (S.I. No. 221 of 2016) is amended - in paragraph (4), by the substitution of “paragraphs (5), (6) and (6A)” for “paragraphs (5) and (6)”, and (b) by the insertion of the following paragraph after paragraph (6): “)*

*(6A) Paragraph (4) shall not apply to an employee of a registered provider where - (a) the registered provider receives funding for the employment of the employee pursuant to a scheme funded by the Minister and known as the Access and Inclusion Model, and (b) the employment of the employee is for the purpose of providing support, pursuant to the scheme referred to in subparagraph (a), for a child attending the service to enable the child to participate in the programme known as the Early Childhood Care and Education (ECCE) funding Programme.”*

*(7) A registered provider shall ensure that all employees, unpaid workers and contractors are appropriately supervised and provided with appropriate information, and where necessary training, including in relation to the following:*

*(a) the policies, procedures and statements of the service specified in Schedule 5;*

### Compliance Information

(1)(a)

The designated person in charge and deputy designated person in charge were available in the service.

(b)

The registered provider was present for the duration of the inspection.

Four staff files including the registered provider were reviewed and the following was noted:

(2)(a)(b)

The required number of written validated references were available for three staff members from past employers and from a source other than a past employer. Two written references were available in respect of the registered provider.

(c)

A Garda Vetting disclosure was available in respect of the four files reviewed. The service demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

- (d)  
Police vetting was available in respect of the registered provider who had lived outside the state for a period of longer than six consecutive months.
- (3)  
The registered provider ensured all vetting procedures were in place prior to the employment of the staff members in the service.
- (4)  
Staff members working directly with children attending the service held a major award in Early Childhood Care and Education at Levels 5,6 to 9 on the National Framework of Qualifications.

- (6A)  
An employee present was working directly with children under the Access and Inclusion Model.
- (7)(a)  
The registered provider held details supervision/job chats and induction notes in respect of staff members. Policies and procedures evidence was available demonstrating that staff had reviewed the policy documents. Staff held certificates to indicate that they had participated in the “Children First Mandated Person” training.

**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 and were found to be in keeping with Regulation 10.
- Policy on Managing Behaviour
  - Policy on Accidents and Incidents
  - Policy on Complaints

## 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)

The minimum ratio of adults to children was maintained during the inspection.

(3)

There were twenty-one children attending the service supervised directly by three adults in the morning.

## 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;*

*(k) details of any accident, injury or incident involving a pre-school child attending the service.*

#### Compliance Information

(h)

Details of children's daily attendance in the service was documented in the child attendance record in the service.

(k)

Incidents and accidents forms in respect of children were available and reviewed.

## 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

A registered provider shall, in providing a pre-school service, ensure that-

(b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.

(3) A registered provider shall ensure that no practices that are disrespectful, degrading, exploitive, intimidating, emotionally or physically harmful or neglectful are carried out in respect of a pre-school child whilst attending the service.

#### Compliance Information

(1)(a)(b)

Children were happily engaged learning through play in the indoor and outdoor environments supported by the staff members. Children were encouraged to be independent as they dressed for outdoor play in their all-in-one outdoor suits, hats and gloves. Children enjoyed extended outdoor play time in the various interest areas and cycling on bicycles and riding play scooters. Children enjoyed meditation time and story time facilitated by the registered provider upon return from the outdoor play area. Children went to the toilet independently from the outdoor play area supervised by staff members. Respiratory etiquette was observed as staff offered children tissues to clean their nose and use hand sanitiser after.

There was a calm and happy atmosphere in the service. A staff biography was displayed. The staff were positive towards children and were familiar with each child and their personalities. Staff were observed to give comfort and reassurance to the children. Staff used individual names, maintained eye contact and conversed with the children during play activities and toileting. Good teamwork was observed amongst staff. The registered provider stated team meetings are held on a regular basis with staff.

The service worked in partnership with parents in the following ways; a communication with parents' policy was available for review by the inspector, a parent notice board is displayed, photographs and messages are shared

with parents via a short messaging service (SMS), the children's learning journal depicting all their play and work activities are shared with parents.

The pre-school rooms were bright and colourful. A range of developmentally appropriate play experiences were available for children. Low level tables and chairs were in place. Interest areas included sand play, arts and crafts, a home care, a cosy rest area, dress up and a construction area. Children's artwork and family photographs were displayed. Age and stage appropriate toys and materials were accessible to children on low level shelving.

The outdoor play area met developmental needs of children attending the service with multiple interest play areas that included two swing sets, playhouse, a climbing frame, a wigwam, a bug hotel, a set of goals, wooden planks for balancing and a nature area.

Evidence indicated that the curriculum planning that supported the Early Childhood Curriculum framework was being implemented.

(3)  
Positive behaviour strategies were observed in line with the services behaviour management policy. Staff used a calm approach using soft language tones, giving positive praise and encouragement to children. Upon discussion with the inspector staff were familiar with the behaviour management policy in the service. No restrictive child sized seating with seat straps were observed to be in use in the service.

## 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)
- The service's complaints policy was available and reviewed. The relevant details in respect of (a)(b)(c) were noted in the policy.
- (2)(a)(b)
- Records indicate that the service held information in respect of (a) and (b).