

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015WW109
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<b>Name of Service:</b>	Kilmacanogue Playgroup
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<b>Address of Service:</b>	Kilmacanogue N.S. Bray, Bray, Co. Wicklow
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<b>Eircode:</b>	A98 D602
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<b>Name of Registered Provider:</b>	Geraldine Carr
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<b>Service type:</b>	Sessional
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<b>Date of Inspection:</b>	10/03/2026
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<b>No of pre-school children:</b>	AM	15	PM	N/A
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<b>Address of the Early Years Inspectorate:</b>	The Brunel Building, Heuston South Quarter, St John's Road West, Dublin 8.
<b>Inspection undertaken by:</b>	S. Early O'Brien.
<b>Title:</b>	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).

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

Kilmacanogue Playgroup is located in a prefabricated building in the grounds of Kilmacanogue National School. The service provides sessional care to pre-school children who are aged between 2 years 6 months and 5 years of age. The service is open from Monday to Friday between 09:15 and 12:15 for 38 weeks per year.

### Staffing

There are four adults, including the registered provider and one relief member of staff, employed to care for the pre-school children. On the day of inspection 2 adults, including the registered provider, provided direct care to 15 pre-school children. The relief member of staff was not working in the service on the day of inspection.

### 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 and records. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under the following regulations:

- Regulation 9 (1)(a)(b)(2)(4) - Management and recruitment,
- Regulation 11 (1)(3) - Staffing levels,
- Regulation 16(1)(h)(i)(j)(k) – Record in Relation to a Pre-School Service,
- Regulation 19 (1)(a)(b) - Health, welfare and development of child,

Regulation 23 - Safeguarding health, safety and welfare of child,  
Regulation 26 – Fire Safety Measures,  
Regulation 28 - Insurance

A sampling process was used to assess compliance under regulation 16(1)– 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 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,.*

*(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-*

*(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*

### Compliance Information

- (1)
- (a) The registered provider is the designated person in charge of the service and there is a named person appointed to deputise as required.
- (b) The registered provider was present and in charge of the service when the inspector arrived on the morning of the inspection in addition to one other staff member.
- (2)
- Following a discussion with the registered provider, it was confirmed that there have been no new members of staff employed since the last inspection on 09 May 2024.
- Documentation was reviewed in respect of four adults as follows:
- (c) Garda vetting disclosures had been obtained for four staff members including the registered provider. The service demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

### 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)
- An adequate number of adults were working directly with the children at all times during the inspection.
- (3)

The minimum ratio of adults to children for sessional services was adhered to at all times during the inspection. On the day of inspection there were 15 children attending the service and they were supervised by three adults.

### 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;*
- (i) details of staff rosters 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

(1)

(h) Children’s attendance was recorded in a hardcopy book with the arrival and departure times of each child recorded daily.

(i) Staff members daily hours of work were recorded in a hardcopy book and this reflected the staff members working in the service on the day of inspection.

(j) There was no evidence of administration of medication to a child.

(k) Four accident and incident records documented since the last inspection were reviewed and had been completed as required by the regulation.

### 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*
- (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.*

### Compliance Information

(1)(a)(b)

#### **Basic Needs**

Children's care needs were observed to be met promptly in the service. Staff were observed engaging warmly with children when providing this care. Children were encouraged and supported to be independent including cleaning up after their play and meals.

Healthy eating was promoted in the service and staff reported that all snacks are provided by the parents of the children. Drinking water was accessible to children throughout the day and all children were given water with their snack. Children were encouraged to feed themselves and staff supported children who needed assistance. Children appeared happy and content within the care room.

#### **Supporting Relationships**

Staff demonstrated a good awareness of the needs of each child in their care and responded to children's cues promptly. Staff interacted warmly with the children throughout the inspection and were observed supporting children in their play. Staff were observed to use encouragement, gentle tones and praise when promoting positive behaviour. Staff provided an appropriate level of supervision whilst supporting the children's independence during play and mealtimes.

Staff described how they record information about each child's learning and development and how this is shared with parents.

#### **Physical and Material Environment**

The care room was arranged to provide a range of play materials supporting children with the freedom to play and explore. Areas of interest included small world toys, construction toys, jigsaws, books, and a play kitchen. The care room provided a range of developmentally appropriate play experiences for the children and were adequately resourced with a variety of materials.

The environment was laid out to support the children's independence. Play materials were observed to be accessible to the children on low level shelving. Low level tables and chairs were available in the care room. Children had access to a fully enclosed outdoor play area located immediately outside, to the rear of the care room. Children were observed playing in this space on the day of inspection. This is a large, natura play space with a grass surface and had an adequate number of resources that were age and stage appropriate.

### Programme of Activities

Children were observed to make choices on their own play materials within the environment. Their learning and development were supported by the staff in the use of open-ended questions. Children appeared to be familiar with, and handled transitions between activities naturally. Children were aware of their leadership roles on the day, such as helping to distribute water bottles and snack.

Positive language was observed to be used across the staff team and with the children. Children shared their stories and ideas with the adults regularly and these were responded to. Language development was supported in discussions between the adults and the children, observed both in play and at snack time.

### 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 entrance door leading into the service was appropriately secured to prevent children from exiting unsupervised and to restrict unauthorised persons from gaining access to the premises.
- The toys and play equipment observed in use by the children in the indoor and outdoor areas on the day of inspection were safe and in good working order.
- The registered provider had taken measures to ensure the indoor and outdoor play environments were safe and free from hazards.
- Medication, which is only administered in an emergency, was stored safely and out of the reach of children.
- Storage facilities for hazardous cleaning materials were inaccessible to children.

##### Infection Control:

- Liquid soap, warm water and paper towels were available to facilitate handwashing for staff and children in the sanitary area adjacent to the care room.
- Foot pedal bins were available throughout the service for the safe disposal of used hand towels and other waste products.
- Tables were observed to be cleaned before and after snack time.
- Perishable food items were stored in the refrigerator as required.

### Administration of Medication:

- The service had an administration of medication policy in place. Medication has not been given to date in the service. An adequate medication record was available to document medication given should this be required in an emergency. All staff were familiar with the procedures outlined in the medication policy. Anti-febrile medication was available, in date and stored out of the reach of children.

### Fire Safety:

- On the day of inspection, all emergency exits were observed to be clearly identifiable and were not obstructed.

### Outing:

- The register provider reported that outings are not undertaken from the service.

### Non-Compliance Information

#### Infection Control:

- On their return indoors from playing in the outdoor play space, children were not supervised in handwashing, and the adults were not observed to wash their hands. The children were observed to access resources from the shelves to play with them. This poses a risk to staff and children in cross contamination and cross infection.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

#### Infection Control:

Staff members have discussed the services hand-washing policy and procedure with a reminder of those instances where handwashing is required for throughout the day for both children and adults.

#### Supporting documentation submitted

#### Infection Control:

Documentary evidence of the handwashing procedure has been submitted by the registered provider.

### Summary Comment

The inspectorate has deemed that the actions submitted adequately address the non-compliance and will inform the next inspection.

### 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)
- (b)
- A record was maintained when the fire detection system and smoke alarms were last serviced on 16 February 2026.
- Firefighting equipment records were available demonstrating that these were last serviced on 20 January 2026.
- (4)
- Fire evacuation procedures were displayed in conspicuous places throughout the service.

#### Non-Compliance Information

- (1)
- (a)
- A review of documentation evidenced that fire drills are not occurring monthly in the service. The last recorded fire drill was documented to have taken place on 18 November 2025. Not practising regular fire drills can hinder the safe evacuation of children and staff in the event of an emergency.

#### Corrective & Preventive Action submitted by the Registered Provider

##### **Corrective and Preventive Action**

The registered provider has stated that monthly fire drills will take place in the future and those required for March and April have been carried out.

##### **Supporting documentation submitted**

The registered provider has submitted a copy of fire drills having taken place on 11 March 2026 and 22 April 2026.

### Summary Comment

The inspectorate has deemed that the actions submitted adequately address the non-compliance and will inform the next inspection.

### Part VI - Safety

#### Regulation 28 - Insurance

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

### Compliance Information

The registered provider had a valid certificate of insurance which expires on 27 March 2026 for a sessional service with afterschool which covers a maximum of 22 children.