

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015WW213
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<b>Name of Service:</b>	Charlesland Park Nursery
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<b>Address of Service:</b>	292 Charlesland Park, Greystones, Co. Wicklow
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<b>Eircode:</b>	A63 E409
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<b>Name of Registered Provider:</b>	Rita Byrne
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<b>Service type:</b>	Full Day, Part Time, Sessional
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<b>Date(s) of Inspection:</b>	26/06/2025
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<b>No of pre-school children:</b>	AM	52	PM	42
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<b>Address of the Early Years Inspectorate:</b>	Loughlinstown Health Centre, Loughlinstown Drive, Loughlinstown, Co. Dublin
<b>Inspection undertaken by:</b>	Mona Condon
<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>	NA
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### Description of service

This service is located in a residential area in Greystones village, County Wicklow. The service is registered to provide a full day care, part time and sessional service for pre-school children. The age range of children catered for in the service is from 2 years to 6 years of age. Childcare services are also provided for school-aged children up to the age of 12 years. The service operates between the hours of 07:30 and 18:30.

The service consists of five pre-school rooms, three of which are located on the ground floor and on the first floor. Sanitary areas are available on both floors. A kitchen is located on the ground floor. The outdoor area is at the rear of the premises.

### Staffing

A total of eight adults provided direct care to the children attending upon arrival of the inspector. A staff member from another service arrived at 12.30am in order to assist in a room so that the manager could be free to assist the inspector. The registered provider works in an administrative role and is not present in the crèche on a daily basis.

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

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.

## 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.*

### Compliance Information

- (1)(a) The service has a designated person in charge and a named person who is able to deputise as required.
- (b) The designated person in charge was on the premises at the time of the arrival of the Inspectors and remained on the premises for the duration of the inspection.
- (2) Six new members of staff had been employed in the service since the last inspection. These files were reviewed on the day of the inspection.
- (a)&(b) There were twelve written and validated references from a past employer.
- (c) Documentary evidence of a processed Garda Vetting Disclosure was available for the six new staff members. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
- (d) International Police vetting was available for five staff members who had lived in another state for a period longer than six consecutive months as an adult.
- (4) All staff members had 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.

### 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.*
- (8) Without prejudice to paragraphs (2) to (7)-*

*(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,*

### Compliance Information

- (1) Throughout the inspection there was an adequate number of adults working directly with the pre-school children.
- (2) The adult/child ratios were maintained throughout the inspection. There were eight adults providing direct care to fifty-two pre-school children who were cared for in five care rooms. The manager was present to provide assistance when needed.
- (8)(a) There were more than two adults present in the premises throughout the inspection and the staff roster confirmed there are at least two adults present at all times.

## 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 sample of the written records regarding twelve pre-school children were reviewed. The registered provider ensured that a record in writing was kept of the information listed above (1)(a) - (j) in relation to the service.
- (3) A record of details listed above under (1)(a) - (j) were available for inspection.

### 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

(1) 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.

#### Compliance Information

(1)(a)

##### Basic Needs of Infants and Children

- Healthy nutritious lunch and snacks in line with the healthy eating policy of the service were enjoyed by the children on the day of inspection. The children enjoyed beef pilaf and rice for their main meal. Staff sat with children during mealtime and provided assistance to some children as required. Drinking water was provided with meals and freely available in all care rooms and outdoors throughout the day.
- Children used the toilet independently and assistance given if required.
- Each room had access to the outdoor area where age-appropriate toys and equipment was available.

##### Supporting Relationships around Children

- There was evidence that the service worked in partnership with parents. The staff communicate information to parents daily at drop off and collection times.

##### Physical and Material Environment

- The play resources available to the children were accessible, organised and stored on low level shelving which allowed the children to select and replace items and materials of interest.
- There was an adequate amount of age-appropriate furniture and equipment available in the rooms. Equipment included Montessori equipment, construction, home corner, toy animals, puzzles and a library.
- There was evidence of the children's artwork on display in the rooms.
- A secure outdoor area with an artificial grass surface was located at the rear of the premises. Play equipment available include bikes, climbing frame, slides, water play and sand play.

- An ambient temperature of 18.5°C – 22°C was maintained in the care rooms.

## 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 external doors were appropriately secured to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access to the pre-school.
- The kitchen was inaccessible to children.
- All cleaning agents were kept out of reach of children.

##### Infection Control:

- Children were encouraged to wash their hands regularly including before lunch, after using the toilet and after outdoor play. Effective hand hygiene practices were observed in accordance with the services infection control policies and procedures.
- Cleaning schedules were maintained in each care room and the environment was clean.
- A cleaning roster was available detailing the laundering of soft toys and dress-up clothes.

##### Administration of Medication:

- No child received medication during the inspection. The staff members were knowledgeable regarding the procedure to be used if needed and documentation was reviewed which demonstrated that the procedure was adhered to.
- Written parental consent was available should temperature reducing medication be required to be administered to a child.
- All medication was stored in a safe place and was clearly labelled for each individual child.

##### Fire Safety:

The designated emergency exit doors were clear and unobstructed.

### Non-Compliance Information

#### General Safety:

One child in the Montessori room had a medical condition requiring two injections to be available in the event of an emergency. In the event of this child needing treatment the effectiveness of this child's treatment could be compromised because both injections were out of date with an expiry date of November 2024.

It is acknowledged that when this concern was brought to the attention of the manager, the father of the child was contacted, and he delivered one injection to the service with an expiry date of November 2025.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

#### General Safety:

Two injections with an expiry date of January 2026 are now available for the child. The date of expiry is recorded. Two staff members will now check all medicines available for children and the expiry dates. A written record will be maintained. Parents will be notified two months in advance of the expiry so that expiring medicines will be replaced.

#### Supporting documentation submitted

#### General Safety:

Photographic evidence of the new injections supplied.

Copy of written record which will be maintained.

### Summary Comment

The registered provider has addressed the non-compliance as identified on inspection in relation to Regulation 23.

## 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) Adults trained in First Aid Response were present and immediately available to the pre-school children.

(2)

(a) The first aid box for children was safely stored in an accessible and conspicuous position in the pre-school room.

(b) At all times the first aid box was available to the children attending the pre-school service.

### 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 firefighting equipment and smoke alarms in the premises.

(2) The record referred to in paragraph (1) shall be open to inspection by-

(c) an authorised person.

(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)

A record in writing was kept of all fire drills that took place in the premises. The last fire drill was recorded on the 4<sup>th</sup> of June 2025.

(b)

A record was available detailing the number, type and maintenance of firefighting equipment, and smoke alarm both dated in March 2025.

(4)

A notice was displayed in conspicuous positions, detailing the procedures to be followed in the event of fire.