

Early Years Inspectorate Regulatory Report

Pre School

N TUSLA Identifier:	TU2016DY036
----------------------------	-------------

Name of Service:	Early Journeys
-------------------------	----------------

Address of Service:	74 Shantalla Road, Beaumont, Dublin 9
----------------------------	---------------------------------------

Eircode:	D09 AY28
-----------------	----------

Name of Registered Provider:	Rita Keszei
-------------------------------------	-------------

Service type:	Sessional
----------------------	-----------

Date of Inspection:	09/10/2025
----------------------------	------------

No of pre-school children:	AM	8
-----------------------------------	----	---

Address of the Early Years Inspectorate:	Early Years Inspectorate Area 1 2 nd Floor, Unit 4/5 The Nexus Building Blanchardstown Corporate Park Ballycoolin Dublin 15 D15 CF9K
---	--

Inspection undertaken by:	T. Nelson
----------------------------------	-----------

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).

Conditions if applicable	Not applicable.
---------------------------------	-----------------

Description of service

Early Journeys is a sessional care service located in a residential area of Dublin 9 and is registered to provide early childhood care and education to a maximum of 40 children aged 3 to 6 years old, Monday to Friday. The service operates an Early Childhood Care and Education (ECCE) programme sessional service in the mornings during term time and provides a school age service in the afternoons. The service is one of two services operated locally by the registered provider.

Early Journeys operates from a converted retail building and currently operates from one care room on the ground floor. There are sanitary facilities located off the care room and further sanitary facilities are available for staff. A fully enclosed outdoor area is located to the rear of the premises.

Staffing

The registered provider employs three staff to work in the service, including the person in charge, a staff member to work directly with the children and a school age staff member. The registered provider does not work in the service but was present on the morning of the inspection, along with a staff member to work directly with the children and a school age staff member.

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, 11, 15, 19, 23 and 25; however, on inspection an additional non-compliance was identified under Regulation 8. These findings are outlined within the relevant regulation 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

A Regulatory Compliance Meeting (RCM) was held on the 21 November 2025 to address issues which were outstanding following receipt of a second Corrective Action and Preventive Action response from the registered provider.

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 II - Registration and Register

Regulation 8 - Notification of change in circumstances

(3) Where a registered provider has been unable for good and proper reason to notify the Agency within the time specified in paragraph (1) or (2), as the case may be, of a change in the details in relation to the pre-school service contained in the register pursuant to section 58C(2) of the Act or Regulation 7(2), the registered provider shall notify the Agency in writing of the change as soon as possible thereafter.

Non-Compliance Information

- (3) The registered provider did not notify the agency of the following changes which had occurred within the service:
1. The change of the person in charge was not notified.
 2. The change in opening hours of the service was not notified. The service is registered to operate from 9.15am to 12.15pm but observation and documentary evidence indicated that the service operates from 9.00am to 12.00pm.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

1. The relevant form was submitted and approved by the Agency. The service will ensure all changes are reported to the agency in line with requirements. A designated staff member has been assigned responsibility for monitoring and submitting notifications.
2. The relevant form was submitted and approved by the Agency. The service will ensure all changes are reported to the agency in line with requirements. A designated staff member has been assigned responsibility for monitoring and submitting notifications.

Supporting documentation submitted

1. Documentation to support the above was reviewed.
2. Documentation to support the above was reviewed.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliances identified under Regulation 8 have been adequately addressed.

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.

(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.

Compliance Information

- (2) The files of the three staff members were reviewed. The registered provider had completed the following checks:
- (a) Two validated written references were available from recent past employers.
 - (b) Four validated written references were available from a source other than a past employer.
 - (c) Garda vetting disclosures had been obtained for all three adults employed. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

- (d) Documentary evidence showed that two adults had lived in a state other than Ireland for six months or more as adults and international police vetting from that state was available for inspection.
- (3) Documentary evidence available showed that all of the checks outlined in (2) had been carried out prior to any of the adults having contact with the children in the service.
- (4) Two of the three staff who worked directly with children attending the service held at least a major award in Early Childhood Care and Education at Level 5 or above on the National Framework of Qualifications or a qualification deemed eligible by the Department of Children, Disability and Equality.

Non-Compliance Information

- (1) The registered provider did not ensure the following:
 - (a) Although it is acknowledged there was a manager, there was no named person to deputise as required in their absence.
 - (b) The service manager was not present on the day of the inspection.
 - (c) There was no clear management structure in place that identified roles or responsibilities in the absence of the manager; and staff reported not being aware of who deputises in their absence.

A clear structure should be in place that identifies roles and responsibilities in order to provide clarity around planning and decision making.
- (4) There was no documentary evidence available that one adult who was observed working directly with the children on the morning of the inspection held at least a major award in Early Childhood Care and Education at Level 5 or above on the National Framework of Qualifications or a qualification deemed eligible by the Department of Children, Disability and Equality.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

- (1) A formal management and deputising structure have now been established and communicated to all staff. The service deputy manager has been appointed and is clearly identified; the management structure displayed on noticeboard. All staff have been briefed on roles and responsibilities to ensure continuity of leadership, planning, and decision-making. Any changes in roles or responsibilities will be communicated promptly to all staff to maintain consistent leadership in the manager's absence.
- (4) A staff checklist was developed to ensure all documents are included in staff files.

Supporting documentation submitted

- (1) Evidence of display of management team.
- (4) Checklist for staff files.

Summary Comment

The registered provider has addressed the non-compliance under regulation 9(1). The registered provider has not provided adequate evidence that they have addressed the non-compliance under Regulation 9(4). The registered provider is required to submit evidence of the qualification to the inspectorate once it is received.

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.*
- (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) On the day of inspection there were an adequate number of adults available to the children attending the service to meet their care needs.
- (3) The adult to child ratios were maintained correctly throughout the inspection. There were two adults available to the 8 children present on the morning of the inspection.
- (8) A review of documentation showed there were two adults on the premises during the operational hours of the service.

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.*

(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-

- (c) an authorised person.*

Compliance Information

(3)

- (c) The inspector was given access to review all of the records available.

Non-Compliance Information

(1) The registered provider did not maintain a full record in writing with all of the required particulars to provide for children safe care. Of the 11 records reviewed, the following were incomplete:

- (d) One of the 11 records did not include contact details of the parent or guardian.
- (e) Two of the 11 records did not include details of who is authorised to collect the child.
- (f) Four of the 11 records did not include detailed information on relevant medical history or allergies of the child.
- (g) None of the records detailed information on the child's doctor or registered medical practitioner.
- (h) None of the records detailed information on the child's immunisation history.

(i) Two of the 11 records did not include written parental consent for the medical treatment of a child in the event of an emergency.

Full details relating to the child and their medical history, along with relevant consent for medical treatment and authorisation to collect children must be maintained for staff to be fully informed to make decisions which can potentially impact the safety of the child.

This was identified as a non-compliance on the previous inspection held on the 16 January 2023 and the actions put in place failed to prevent a recurrence.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The registered provider reported that all children's records were updated, and that audits will be carried out to ensure all required information is complete.

Supporting documentation submitted

Copt of text to parents.

Sample of five children's records submitted.

Children's file documentation checklist

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non compliances identified on inspection have been addressed and will be reviewed on the next 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

Compliance Information

- (1)
- (a) The following activities, interactions, materials and equipment was observed to support children's learning and development:
- Children were given the choice to participate in adult led activities such as circle time.
 - Activities were observed to be scheduled and timed to suit the needs of the children, considering children's attention span and interests.
 - There was a short-term plan for learning displayed, and the experiences provided to the children and the products of activities displayed in the room was reflective of the plan.
 - Transitions such as that from snack time to an art activity were planned for in advance which resulted in a seamless changeover.
 - Staff were observed to be familiar with the children and their needs and planned for this accordingly.
 - Staff interacted with the children in a warm and responsive manner, for example sitting with them at snack time, engaging and showing interest in the children's conversation.
 - A child who had a toileting accident was dealt with promptly and in a sensitive manner.
 - Positive strategies were observed to manage potential conflict in the room such as clear instruction on expected boundaries, feedback, choice and routine.
 - There was an adequate supply of toys and resources available to support a range of play experiences.
 - Furniture in the rooms was suitable for the age and stage of development of the children.
 - Toys and equipment were stored on low-level shelving, accessible to the children.

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

The following measures were observed to safeguard children:

General Safety:

- The entrance to the premises was secured when the inspector arrived unannounced to the service. An electronic door lock system was in place, which was managed by staff, and the door release switch was up high out of reach of children. This restricted unauthorised persons from gaining access to the premises and prevented children from exiting the service unsupervised.
- All cleaning agents were stored out of reach of children.
- The outdoor play area was fully enclosed.

Infection Control:

- Thermostatically controlled warm water, liquid soap and single use hand towels were available at all wash hand basins used by the children and the staff members.
- Children were supported to hand wash before their snack.
- The premises was in a clean and hygienic condition and documented up to date cleaning records were available and displayed.

Administration of Medication:

- A bottle of fever reducing medication was available and stored appropriately in the care room.

Fire Safety:

- The emergency exits were observed to be unobstructed.
- Procedures to follow in the event of a fire were displayed clearly in the care room.

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) The service provided evidence that a person trained in First Aid Responder training was available at all times to the children attending the pre-school.
- (2) The registered provider ensured that:
- (a) A suitably equipped first aid box was stored in the care room and staff were aware of where it was stored.
 - (b) The first aid box was easily accessible and readily available.