

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2016WH002
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<b>Name of Service:</b>	Lux Curiosity Club
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<b>Address of Service:</b>	Mount Carmel, Station Road, Moate, Co. Westmeath
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<b>Eircode:</b>	N37 AF50
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<b>Name of Registered Provider:</b>	Maryna Rogoza
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<b>Service type:</b>	Full Day, Part Time, Sessional
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<b>Date of Inspection:</b>	29/10/2025
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<b>No of pre-school children:</b>	AM	10	PM	4
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Tusla, Child and Family Agency, SAP Office, St. Loman's Campus, Mullingar, Co Westmeath
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<b>Inspection undertaken by:</b>	C. O' Connor Hughes
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<b>Title:</b>	Early Years Inspector
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### 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>	Not applicable.
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### Description of service

This Early Years service operates predominately in the outdoor environment on a Monday to Friday basis between 08:00 and 18:00 hours. The service offers part-time day care places and full day care places to the children, to a maximum of twelve children, aged 2 to 6 years of age. The sessional service was not in operation due to the midterm break. A school age service is provided.

The Early Years' Service is located in an adapted single storey old convent located beside the local national and secondary schools in Moate, Co Westmeath. Children have use of five pre-school rooms in inclement weather. The rooms are named the yellow group room, the green group room, the purple group room, the red group room and the brown group room. An office and a kitchen area are provided in the service. A large outdoor area is located at the back of the service.

### Staffing

There are sixteen staff employed in the service. The designated person in charge and four adults were working directly with the children. A cook prepared meals for children in the service. A student on work experience is also employed as a cleaner in the service. The Registered Provider arrived at the service after the inspectors' arrival 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 8 – Change in Circumstance

Regulation 9- Management and recruitment - (1)(a)(b) (2)(a)(b)(c)(d) (4)

Regulation 11 -Staffing levels - (1) (2) (8)(a)

Regulation 15- Record of a Pre-school child

Regulation 16 – Record of a Pre-school Service(1)(h)(i)(k)

Regulation 19- Health, welfare and development of child - (1)(a)

Regulation 23- Safeguarding health, safety and welfare of child

Regulation 24- Checking in and out and record of attendance (1)(3)(a)(b)(4)

Regulation 25- First aid - (1) (2)(a)(b)

Regulation 26 -Fire safety measures - (1)(a)(b)(4)

Regulation 27-Supervision

Regulation 28 – Insurance

Regulation 31- Notification of Incident

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, person in charge, staff and children who were present on the day of the inspection.

## Part II - Registration and Register

### Regulation 8 - Notification of change in circumstances

*(1) A registered provider of a pre-school service other than a temporary pre-school service shall, subject to paragraph (3), notify the Agency in writing of any proposed 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) at least 60 days before it is proposed that the change would take effect.*

### Compliance Information

The registered provider submitted a change in circumstance in respect of a change in the person in charge. This change was accepted by TUSLA registration office on the 18 June 2025.

## 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.*

*(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)

A person in charge was available in the service. A deputy person was available if required.

(b)

The designated person in charge and registered provider facilitated the inspection.

Seventeen staff files were reviewed including the registered provider. The following was noted:

(2)(a)(b)

Two written validated references were available from past employers or from a source other than a past employer in respect of the staff members. Two written references were available in respect of the registered provider.

(c)

A Garda Vetting disclosure was available in respect of the seventeen staff 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 ten staff members who had lived outside the state for a period of longer than six consecutive months.

(4)

Staff members working directly with children attending the service and held a major award in Early Childhood Care and Education at Levels 5 to 8 on the National Framework of Qualifications.

## 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)

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

(2)

There were ten pre-school children and sixteen school age children attending the service supervised directly by five adults in the morning session.

There were four pre-school children and eight school age children attending on a full-time basis supervised directly by three adults in the afternoon.

(8)(a)

The staff roster reviewed indicated that two adults are on the premises 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)  
Further to the corrective and preventive action from the last inspection on the 9 June 2023 in a review of a sample of eleven child enrolment records information relating to (a)(b)(c)(d)(e)(f)(g)(h) was available in respect of the children attending the service.

#### Non-Compliance Information

(1)(i)  
Written parental consent for appropriate medical treatment of the child in the event of an emergency was not available in respect of the eleven child records reviewed.  
Upon request of the inspector an immediate corrective action was taken by the registered provider. The parental consent for appropriate medical treatment of the child in the event of an emergency was obtained via a family electronic application on the day of the inspection.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

Upon request of the inspector, the registered provider took immediate corrective action. Parental consent for appropriate medical treatment in the event of an emergency was obtained for all relevant children through the family electronic application on the day of inspection.

This oversight occurred during a period of transition from paper-based registration forms to a fully electronic registration system. While most registration information had already moved to the digital platform, some documents including emergency medical consent were still in the process of being transferred. This resulted in a gap where certain existing paper consents were not yet reflected on the electronic system and were therefore not visible at the time of inspection.

To correct the non-compliance, all missing emergency medical consents were immediately collected through the electronic application, ensuring up-to-date digital records for every child. All consents are now stored centrally within the digital platform for full accessibility and regulatory compliance.

#### 1. Automated Consent Capture in the Electronic Registration Pack:

The electronic registration system has been updated so that parental consent for emergency medical treatment is now a mandatory, automated component of the enrolment pack. Families cannot complete registration without providing this consent.

#### 2. Mandatory Registration Documentation Checklist Developed:

A comprehensive checklist of all required documents under the Early Years Regulations has been developed and integrated into the registration workflow. This checklist includes statutory consents, emergency contacts, medical treatment permissions, and all other regulatory requirements. It must be fully completed and verified for every new child before attendance begins.

#### 3. Pre-Start Compliance Verification by Manager and Deputy:

The Manager and Deputy are responsible for reviewing each child's complete registration file prior to their start date. This includes confirming that all mandatory consents, including emergency medical consent, have been received and correctly logged in the electronic system.

#### 4. Monthly Internal Compliance Audits Conducted by Manager and Deputy:

The Manager and Deputy will carry out monthly audits of all active child records to ensure ongoing completeness of required documentation. Any gaps identified will be addressed immediately to maintain continuous compliance.

## Supporting documentation submitted

Electronic child records with written parental consent.

## Summary Comment

The corrective and preventive actions taken by the registered provider have addressed the non-compliance identified on inspection.

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

## Compliance Information

(1)(h)

The service held information in respect of the children's daily attendance at the service.

(i)

A daily staff roster was available for review.

(k)

Eleven accident and incident forms reviewed detailed the parents signature indicating they were informed of their child's incident or accident that had occurred in the service.

## 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)

A spacious natural grass area with large trees was located to the rear of the service. Children were observed to enjoy freedom of movement as they participated in imaginative, creative and physical play.

Play opportunities included two climbing frames with slides and swings, hammocks, a vegetable garden, a mud play kitchen, basketball hoops, natural tree stumps, a covered pond, sand play and a sensory garden. Large seating benches were noted under an awning for children's use to eat their snacks and meals. Children wore the appropriate outdoor attire that included all in one weather suits, hats and wellington boots.

Children had the opportunity to choose what activity they wished to participate in, in the outdoor environment supported by the staff. Children were encouraged to be independent as they washed their hands and went to the toilet supervised by staff in the indoor facilities.

The main meal was prepared by the cook. Children attending the service on a full day care basis ate their meal in the purple group room. Children set the table with a tablecloth, plates and cutlery. A family style dining approach was observed as children served themselves with mashed potato, bacon and cabbage. Milk and water were available for children to drink. Staff supported and assisted children during the mealtime.

A key person system was in operation in the service which helped to promote the emotional security of children attending the service. Good communication was observed between staff and children as the staff used individual names, maintained eye contact and conversed with the children during play activities, toileting and mealtimes. Children requiring extra support and supervision were assisted by staff members.

The five pre-school rooms were bright and colourful with photographic evidence of children's play activities displayed. A range of developmentally appropriate experiences to meet children's learning needs were available in the pre-school rooms. The service had implemented the "Lux Curiosity approach" since the last inspection on

the 9 June 2025 to promote the child’s curiosity, creativity, and holistic development. The pre-school rooms reflected this approach as they were laid out with natural wooden materials, household materials, dress up with mirror and nature trays. Large comfortable couches were noted for children to rest and relax. A child and staff member were observed to relax in the cosy rest area as they read a story book together in the Brown group room. Age and stage appropriate toys and materials were accessible to children on low level shelving in the pre-school rooms.

The registered provider stated an open-door policy is in place for parents to attend the service. A parent / service committee has been established to further develop the partnership approach with parents. Questionnaires are in place for regular parental suggestions and feedback. A focus child week has been put in place with emphasis on individual children with support of their parents.

A family electronic application provided a two-way communication system between parents and staff in the service providing information and updates on the children’s daily activities. A parent notice board is displayed in the reception of the service.

### 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 to the service was secure to ensure the safety of the children within. Access to the service is via controlled electronic gates. The inspector signed the visitor book on arrival. The service met the necessary safety requirements in respect of the indoor environment, toys and equipment and the safe storage of cleaning agents. Safety checklists were available for the indoor and outdoor environments in the service. Risk assessments are in place for the risky play in the outdoor environment.

##### Infection Control:

The premises were visually clean. A cleaning schedule was available for the service. All toys and materials were easily cleanable. The sanitary accommodation and nappy changing area were ventilated by mechanical ventilation. Supplies of paper hand towel and liquid soap were available in all sanitary accommodation. The water temperature recorded at wash hand basins was approximately 35 degrees Celsius. A refrigerator was available in the shed outdoors for the storage of children’s lunches and perishable goods.

### Administration of Medication:

Temperature reducing medication was available in the service if a child presented with a high temperature and was stored safely in the service. No medication was given at the time of the inspection.

Further to a corrective and preventive action from the last inspection on the 9 June 2023 emergency care plans were in place for children with a defined medical condition.

### Safe Sleep:

Children attending the service did not avail of sleep during the inspection. Low level beds are available for children to rest and sleep as required.

### Fire Safety:

Fire exit routes were unobstructed and fire assembly points were located in the outdoor environment and to the front of the service.

### Outing:

Risk assessments were available and reviewed for local outings from the service.

## Part VI - Safety

### Regulation 24 - Checking in and out and record of attendance

*(1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.*

*(3) A registered provider shall ensure that-*

*(a) no person other than-*

*(i) pre-school child attending the service,*

*(ii) a person dropping or collecting such a child,*

*(iii) an employee, or*

*(iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and*

*(b) a daily record in writing is kept of the entry on the premises of any such person.*

*(4) A registered provider shall ensure that a record in writing referred to in paragraph (3)(b) is retained for a period of one year from the date to which it relates.*

### Compliance Information

- (1)  
The records of arrival and departure reviewed verified that each child attending the service was checked in and out of the service by a nominated staff member.
- (3)(a)  
All entry to the service with the exception of (i), (ii), (iii) and (iv) was approved by a staff member.
- (b)  
A visitor log was in place to record the details and purpose of all visitors to the service.
- (4)  
Records indicated that the visitor log was retained for the required length of time in the service.

### 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)  
Five adults were qualified in First Aid response (FAR) and were available on the premises during the hours of operation.
- (2)(a)  
A fully equipped first aid box was readily available in the service.
- (b)  
A first aid box was accessible to the adults caring for the children in 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 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)(a)

A written record for the completed monthly fire drills was available on the premises. The last fire drill was recorded as taking place on the 14 October 2025.

(b)

A record was available demonstrating the number, type and maintenance of the firefighting equipment and smoke alarms on the premises. The firefighting equipment and the smoke alarms in the premises were serviced in August and September 2025 respectively.

(4)

A notice of the procedures to be followed in the event of a fire was displayed in a conspicuous position in the service.

### Part VI - Safety

#### Regulation 27 – Supervision

*A registered provider shall ensure that pre-school children attending the service are supervised at all times.*

#### Compliance Information

Due to the nature of the large outdoor play area a monitoring system was put in place by the service. Allocated staff supervised children in their care in the various areas in the outdoor environment. Children were observed to be supervised by adults in both the indoor and outdoor environments and when using the sanitary facilities indoors during the inspection.

## Part VI - Safety

### Regulation 28 - Insurance

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

#### Compliance Information

There was evidence of current insurance cover for the number of children attending the service. The expiry date noted was 27 March 2026.

## Part VIII - Notifications and Complaints

### Regulation 31 - Notification of incidents

*A registered provider shall notify the Agency in writing within 3 working days of becoming aware of any of the following incidents occurring in the preschool service:*

*(d) a serious injury to a pre-school child while attending the service that requires immediate medical treatment by a registered medical practitioner whether in a hospital or otherwise;*

#### Compliance Information

(d)  
The registered provider submitted a notification of incident form to the Early Years Inspectorate in respect of a recent injury to a pre-school child that had occurred while attending the service.