

Early Years Inspectorate Regulatory Report

School Age Services

TUSLA Identifier:	TU2019CN001SA
Name of School Age Service:	Bailieborough Development Association Childcare Services (After School)
Name of Registered Provider(s):	James Maguire
Address of School Age Service:	St Annes Community Centre Chapel Road Bailieborough Co Cavan
Eircode:	A82 T2Y6

Date(s) of Inspection:	14 November 2024
Number of school age children present during inspection:	PM 23
Registration status:	Registered
Conditions (if applicable):	Not applicable

Address of the Early Years Inspectorate	Early Years Inspectorate 180-189 Lakeshore Drive Airside Business Park Swords Co Dublin
Inspection undertaken by:	M. McDonnell
Title:	Early years inspector

Early Years Inspectorate Regulatory Report School Age Services

Authority to Inspect

Tusla's 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).

Description of Service:

Bailieborough Development Association Childcare Services (After School) is located in a ground-floor community building Co Cavan. The service provides care to children aged 4 to 12 years old. An afterschool club is provided from 1.45 to 5.00pm. There is an outdoor area, kitchen and sanitary facilities available.

Staffing:

The registered provider does not work in the service. There are seven staff members employed by the registered provider who work directly with the children. One of these staff members works in a supernumerary capacity as a manager of the service.

Additional Information:

This inspection was a planned focused inspection of the service.

Legislation

Tusla's Early Years Inspectorate is the independent statutory regulator of School Age Services in Ireland, and its role is to promote and monitor the safety and quality of school age care provision in accordance with the following legislation:

- The Child and Family Agency Act 2013, Part 12.
- Child Care Act 1991 (Early Years Services) (Registration of School Age Services) (Amendment) Regulations 2022.
- The Child Care Act 1991 (Early Years Services) Registration of School Age Services Regulations 2018 (S.I. 575 of 2018).

A school age service means any early years service, play group, day nursery, crèche, day-care or other similar service which:

- caters for children under the age of 15 years enrolled in a school providing primary or post-primary education,
- provides a range of activities that are developmental, educational and recreational in manner, which take place outside of school hours, the primary purpose of which is to care for children where their parents are unavailable, and
- the basis for access to which is made publicly known to the parents and guardians of the children referred to in point (a) above.

It is the responsibility of a registered provider to ensure the safety and well-being of school age children and the above legislation authorises Tusla to assess compliance with the Regulations.

Inspection Methodology:

The inspection is unannounced to assess compliance with the Child Care Act 1991 (Early Years Services) Registration of School Age Services Regulations 2018 (S.I. 575 of 2018), Child Care Act 1991 (Early Years Services) (Registration of School Age Services) (Amendment) Regulations 2022, and the Child Care Act 1991, Section 58 as amended by Part 12 of the Child and Family Agency Act, 2013.

The findings on inspection are gathered through a triangulation method, including:

- Information obtained through examination of documentation.
- Direct observation.
- Discussion with relevant staff.

This inspection aims to determine the extent to which service is appropriate for the care, safety, and wellbeing of children in accordance with the regulations cited above.

Inspection findings are documented in the School Age Services 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 corrected the non-compliance and how they will prevent them 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 CAPA 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.

Acknowledgements:

The inspector wishes to acknowledge the co-operation of the children, person in charge, and staff who were present on the day of inspection.

Summary of Findings:

On the day of inspection, the registered provider was found to be compliant in:

- Regulation 8(1)(c)(d): Vetting disclosures;
- Regulation 9(1)(2)(4): Staffing levels;
- Regulation 12: Insurance;

On the day of inspection, the registered provider was found to be non-compliant in:

- Regulation 8(1)(a)(b)(2): Vetting disclosures;

Conclusion and follow up actions:

The actions and evidence submitted by the registered provider, in their preventive and corrective action plan, have addressed the non-compliances identified on inspection.

Regulation 8: Vetting disclosures

(1) A registered provider of a school age service other than a childminding service 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.

(2) The procedures specified in paragraph 1 shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the school age service.

Regulatory Requirement Met

(1)(c)(d)

The staff files of the registered provider and seven staff members were reviewed. Garda Vetting disclosures were available for the eight adults. Documentation was available which demonstrated that police vetting was available as required.

Regulatory Requirement not met

(1)(a)(b)

The registered provider did not have two of the 16 references required. There was also no written evidence that the references available had been validated to confirm the staff members' suitability for the role.

(2)

The registered provider had not ensured that vetting procedures had been completed prior to staff being employed and working directly with the children as the required documentation was not in place.

Corrective & Preventive Action Response submitted by the Registered Provider

(1)(a)(b)

The registered provider submitted updated references and validations. As a preventive action, the registered provider stated that a new and updated personnel record file has been compiled. They will ensure that all references will be verified and documented on a telephone reference validation form which will be signed and dated by the manager.

(2)

The service submitted a copy of the recruitment of staff in the service policy and child safeguarding statement which outlined updated recruitment practices. The service also stated they will ensure all documentation is stored securely onsite.

Summary of Findings

The actions and evidence submitted by the registered provider, in their preventive and corrective action plan, have addressed the non-compliances identified on inspection.

Regulation 9: Staffing levels

- (1) Subject to this Regulation, a registered provider of a school age service other than a childminding service shall ensure that there is at all times an adequate number of competent and suitable adults on the premises while the service is operating.*
- (2) Without prejudice to paragraph (1), a registered provider of a school age service other than a childminding service shall ensure that there is a minimum ratio of 1 adult to 12 children at all times while the service is operating.*
- (4) A registered provider of a school age service shall ensure that the school age children attending the service are appropriately supervised at all times.*

Regulatory Requirement Met

(1)(2)(4)

There were 6 staff members working with 23 children.

The children had the use of two large, connected rooms and were supervised directly by staff members depending on their age group. Staff sat with the children whilst they played games and did homework. In the area with older children, the children were given time and space to complete activities independently, with staff available as required.

Early Years Inspectorate Regulatory Report

School Age Services



Regulation 12: Insurance

A registered provider shall ensure that the school age service is adequately insured.

Regulatory Requirement Met

The service was insured to provide care for 36 children. The insurance was valid from 28 March 2024 to 27 March 2025.