

Early Years Inspectorate Regulatory Report School Age Services

TUSLA Identifier:	TU2019DY030SA
Name of School Age Service:	Ranelagh Multidenominational School Age Childcare Company
Name of Registered Provider(s):	Caroline Carroll
Address of School Age Service:	Ranelagh Road, Ranelagh, Dublin 6.
Eircode:	D06 Y658

Date(s) of Inspection:	4 November 2024			
Number of school age children present during inspection:	AM	N/A	PM	53
Registration status:	Registered for School Aged Care			

Address of the Early Years Inspectorate	Brunel Building, Heuston South Quarter, Saint John's Road West, Dublin 8. D08 X01F
Inspection undertaken by:	A. Bradshaw R. Duff
Title:	Early years inspectors

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).

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Description of Service:

Ranelagh Multidenominational School Aged Childcare Company is a registered school age service in Dublin city. The school aged service is based in a primary school and has use of three rooms over two floors. Seomra Spraoi is a dedicated room specifically for the school aged service. The Sixth Class and the Resource room are available to the children outside school hours. The school age service also has the use of a large secure outdoor area and roof garden space.

The service is registered to accommodate up to 60 school age children between the ages of 4- 15 years at any one time. Opening hours are 13:10- 18:10.

Staffing:

There are a total of seven staff members employed in the service, including the registered provider. The registered provider does not work directly with the children but is available for support when necessary. On the day of the inspection, there were 6 staff caring for 53 children.

Additional Information:

The inspector conducted a planned, focused inspection of the service. An immediate action notice (IAN) was issued to the registered provider on 5 November 2024 concerning the absence of a Garda vetting disclosure for one staff member. (Regulation 8(c)).

An adequate response was received from the registered provider on the 5 of November.

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:

- a) caters for children under the age of 15 years enrolled in a school providing primary or post-primary education,
- b) 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
- c) 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 inspectors wish to acknowledge the co-operation of the children, registered provider, and staff who were present on the day of inspection.

Summary of Findings:

On inspection, the registered provider was found to be compliant in relation to the following:

- Regulation 9(1)(2)(4): Staffing levels;
- Regulation 12: Insurance.

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

- Regulation 8(1)(a)(b)(c)(d) (2): Vetting disclosures.

Conclusion and follow up actions: The actions and evidence submitted by the registered provider, in their corrective and preventive action plan, have adequately addressed the non-compliance 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 not met

(1)(a)(b)(c)(d)

An Immediate Action Notice was issued on 05 November 2024 as the registered provider did not have a Garda vetting disclosure available for one staff member.

The inspector reviewed 8 staff files. The following was noted:

- While it is acknowledged there was Garda vetting available for seven staff members, Garda vetting was not in place for one staff member.
- Police vetting was not available for five staff members who had resided outside the state for more than six months.
- There were no validated references available for eight staff members.

(2)

Documents reviewed demonstrated that relevant vetting disclosure procedures had not been

carried out prior to persons being allowed access to children in the service for example:

- Garda vetting was not in place for one staff member who was working in the service on the day of inspection.
- Garda vetting was not in place for four staff members prior to being allowed access to children.
- There were no validated references available for eight staff members.
- Police vetting was not available for five staff members who had resided outside the state for more than six months.

Corrective & Preventive Action Response submitted by the Registered Provider

A response to the Immediate Action notice was received on 5 November 2024. The registered provider stated the staff member who did not have Garda vetting would not have access to the children until the vetting had been received and reviewed. They stated that a Garda vetting application has been submitted to Early Childhood Ireland for processing.

Corrective & Preventive Action Response submitted by the Registered Provider

(1)(a)(b)

(a) The registered provider has stated that two validated references from a previous employer or reputable source are now in place for all staff. The registered provider has furnished the inspectorate with a copy of all verified references, the register provider has stated that they have put a procedure in place to make sure that they receive two validated references from all new staff before they begin working in the school age service. The service has also implemented a staff checklist to ensure compliance in all areas of regulation 8 Vetting Disclosures. The inspectorate has received a copy of this checklist.

(c) The registered provider took appropriate measures to safeguard children until they obtained the Garda Vetting disclosure for one member of staff, this was submitted to the Inspectorate. The registered provider stated they will ensure the Garda Vetting process is completed before the employee commences employment in the future.

(d) The registered provider stated that Police vetting has been received and translated into English for the five staff members who require it. Copies of the police vetting have been

submitted to the inspectorate, the registered provider has stated that they will confirm with prospective employees if they have lived outside the state of Ireland for six months or longer as an adult. If they have, the registered provider has stated that the employee will be required to submit police vetting from that country. Their employment will not commence until the document has been submitted.

(2) The registered provider has stated that going forward all vetting disclosures will be in place before a staff member is employed. A copy of an amended recruitment policy was submitted to the inspector, this includes the process for all vetting disclosures.

Summary of Findings

The actions and evidence submitted by the registered provider, in their corrective and preventive action plan, have adequately addressed the non-compliance 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.*
- (3) Without prejudice to paragraph (1), a registered provider of a school age service shall ensure that, where the person in charge operates the service singlehandedly, a second person familiar with the operation of the service and in a position to provide assistance in operating the service to the person in charge is, at all times, within close distance of the service and available to attend the service to assist the person in charge or the registered provider of the childminding service in the event of an emergency.*
- (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)

During the inspection, the registered provider ensured that appropriate staffing levels were maintained. The 53 children attending the service were supervised directly by 6 staff. Through discussion with staff members, review of the staff rosters and records of the children's

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attendance from 04 October to 25 October demonstrated the minimum ratio of 1 adult to 12 children was maintained during this period.

Regulation 12: Insurance

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

Regulatory Requirement Met

The service is insured from 26 September 2024 to 27 March 2025 for a maximum of 60 school-age children at any one time.