

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2019LK002
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<b>Name of Service:</b>	Ros na Ree Kids Club
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<b>Address of Service:</b>	75 Ros na Ree, Churchill Meadows, Raheen, Co. Limerick
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<b>Eircode:</b>	V94TD52
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<b>Name of Registered Provider:</b>	Caroline Roche
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<b>Service type:</b>	Full Day, Part Time, Sessional
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<b>Date of Inspection:</b>	25/09/2025
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<b>No of pre-school children:</b>	AM	15	PM	9
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Tusla, Estuary House, Henry ST, Limerick
<b>Inspection undertaken by:</b>	E Browne and S O Brien
<b>Title:</b>	Early Years Inspectors

### 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

Ros na Ree childcare first opened in 2019. The service provides full day, part time and sessional care to children aged from 1 to 6 years of age, Monday – Friday, 07.30 – 18.00hours, for 52 weeks of the year. This service operates from the ground floor only of a two-storey building. It is located in a residential area, close to Limerick city. The service has 3 playrooms for the pre-school children, nappy changing and sanitary facilities, kitchen and a storage area. It has an office and sanitary facilities for the adults working in the service. There is a large outdoor play area to the rear of the premises. The service is also registered to operate as a school age service which is also located in the premises.

## Staffing

There were 6 staff members documented on the staff roster. On the day of the inspection the service manager, three early years educators, one kitchen staff member and a school age practitioner were working in the service. The registered provider does not work in this service but is available if required. The staff working with the children hold the appropriate childcare qualifications.

## 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.

The inspection focused on an examination of compliance under regulations 9, 10, 11, 15, 25, 26, 28 and 29. These findings are outlined within the relevant regulations 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.

### Acknowledgments

The inspectors wish to acknowledge the cooperation of the registered provider, 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*

*(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) There was a designated person in charge and a named person who was able to deputise as required.
- (b) The named person was available on the premises on the day of inspection. The registered provider arrived at the service in the afternoon to drop the school aged children collected from the various national school in the area.
- (2) Seven staff files including the registered provider were checked on the day of the inspection and the following documents were available on file for these staff:
- (a) There were eleven written and verified references from the person's past employers and the most recent employer on file.
- (b) There were three written and verified references from reputable sources in the case of a person who had no past employers were available where required.
- (c) Vetting disclosures received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 were available in respect of all staff members working in the service. Garda vetting for the seven staff members was dated within the last three years as per the regulatory notice, EYI-RN12.3 renewal of garda vetting, published by the inspectorate in September 2023 and effective from Jan 01/01/2024.
- (d) Police vetting was in place for five staff members who had lived in another state for a period of longer than six consecutive months.
- (4) All staff who were working directly with the children held qualifications ranging from level 5 to level 8 in Early Childhood Care and Education on the National Qualifications Framework or a qualification deemed relevant by the minister. The school age educator and kitchen staff did not require a qualification.

### Non-Compliance Information

(2)(d)

Police vetting disclosure in respect of one staff member was not available for a state that they had lived in for a period longer than six consecutive months. Not having vetting procedures completed on all staff could pose a risk to the children's wellbeing.

### Corrective & Preventive Action submitted by the Registered Provider

**Corrective and Preventive Action:** The registered provider has said in the CAPA document that:

(2)(d)

The vetting application was submitted in person by the staff member to the appropriate embassy on the 16<sup>th</sup> of October 2025. This may take 4 weeks before the process is completed.

#### **Supporting documentation submitted**

The evidence was submitted to support that the vetting process has commenced.

### Summary Comment

01/12/2025

(2)(d)

Evidence of an application for one staff member for International Police Vetting was reviewed however, a copy of the completed International Police vetting has not been submitted for one staff member to the inspectorate to date. The registered provider is required to furnish the required documentation to the Inspectorate upon receipt. The noncompliance in relation to regulation 9(2)(d) remains outstanding.

## Part III – Management and Staff

### Regulation 10 - Policies, procedures etc. of pre-school service

*A registered provider of a pre-school service shall ensure that the written policies, procedures and statements specified in Schedule 5 are in place for the service.*

### Compliance Information

The registered provider ensured that there were written policies and procedures available to the staff members working in the service and to all the parents/ guardians of the pre-school children attending the service. These policies were last reviewed and updated by management and staff in May of 2024.

### 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.*

#### Compliance Information

(1) At all times during the period of the inspection the registered provider ensured that an adequate number of staff members were working directly with the children.

(2) On the day of the inspection there were 3 staff working across 2 care rooms with 15 preschool children present in the morning and 3 staff members caring for 9 preschool children present in the afternoon.

During the period of inspection, the minimum ratio of staff to children was maintained and an adequate number of staff were working directly with the children in each care room.

Junior preschool room – There were 7 toddlers (2-3yrs) and 2 staff.

Senior preschool room – There were 8 preschool children(3-5yrs) and 1 staff.

The person in charge was available to relief staff for meal breaks and covers the office management duties. An additional staff was available to work in the kitchen preparing and serving the food, drinks and meals.

The staff member caring for the school aged children was rostered to arrive in the service at 12:00pm.

### 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)- (i) A sample of 10 records for preschool children were examined and all the information required was maintained on each record.

### 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

#### Basic Needs:

There was a healthy eating policy in place at the facility. Meals followed the procedures outlined in the service's policy, with a morning and evening snack and dinner provided each day. The menu plan was available and shared with all parents. There was a vegetarian option for dinner with a good choice of mixed vegetables, spaghetti hoops and potatoes waffles. A wide choice of fruit was offered in the afternoon. Children had access to their bottles of water throughout the day located on a low shelf for easy access in the preschool rooms and taken to the outdoors areas too. Each child was given enough time to eat and enjoy their food without being rushed. The atmosphere was relaxed with pleasant interaction between staff and children. The staff encouraged and supported the children to feed themselves independently according to their age and stage of development.

Nappy changing facilities were located just off the Junior preschool room with the liquid soap, paper towels, and foot-operated, lidded bins for waste disposal accessible. Children had unrestricted access to the toilet facilities in the hallway just off the Senior preschool room. The staff encouraged and supported the children to use the toilet if physically able with staff supervision primarily by sight and also short hearing distance while children were using the facility. The children's hand washing before and after snacks and meals, after messy play and outdoor play was observed.

Sleep, rest and quiet time was provided for the preschool children. Rest areas in each room had a two-seater couch, soft floor mats, cushions, and books. Low level beds were available for the children from the Junior preschool room who required a sleep. The staff was observed to stay with the children until settled and asleep. A quiet atmosphere was created in the Senior playroom with lights turned off and the staff and children engaged in a reading activity.

Staff were observed interacting well with the children, using soft tones of voice, using the child's name and getting down to their level and making eye contact. This supported children in forming and sustaining positive relationships with staff. The outdoor areas provided space and opportunities for children to run, jump, climb steps, balance, play ball games and use ride on toys. The large sand tray and mud kitchens provided opportunities for imaginative play.

### 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) There were two staff members that held an up-to-date certification in First Aid Responder (FAR) training. At least one of these staff members were on the premises while the service was in operation. This was confirmed on review of the staff roster.

(2)

(a) The first aid box was easily accessible to the staff, and all staff were aware of its location in the service.

(b) The first aid box was stored out of reach to children and was available at all times should it be required.

### 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.
- (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 was available that demonstrated fire drills were carried out every month in the service. The last fire drill took place on the 14<sup>th</sup> of August 2025.
- (b) The maintenance record for the firefighting equipment dated the 2<sup>nd</sup> of June 2025 and the fire alarm system dated the 7<sup>th</sup> of February 2025 were on file.
- (4) A fire assembly point was identified in the outdoor play area at the rear end of the preschool premises. The notice of procedures to be followed in the event of a fire was displayed in the main entrance area of 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

Each child was under the supervision of a qualified staff member at all times during the hours of operation in relation to the preschool children.

Children were supervised primarily by sight and also within a short hearing distance.

Supervision considered the correct adult /child ratios, the individual needs of the child and the activities being engaged in at the time.

Staff constantly moved around the rooms, sanitary facilities and outdoor play area so that all areas were adequately supervised.

In the afternoon the sanitary facilities were shared between the preschool children and the school aged children. The supervision policy for the service stated that the relevant staff members know the requirements and have a clear understanding of their roles and responsibilities in relation to the policy. This was observed during the inspection.

### Part VI - Safety

#### Regulation 28 - Insurance

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

#### Compliance Information

The registered provider ensured that the service was adequately insured. The insurance policy commenced on 28 March 2025 and expired on 27 March 2026.

### Part VII - Premises and Space Requirements

#### Regulation 29 - Premises

*A registered provider shall ensure that the premises of the service are-*

- (a) of sound and stable structure,*
- (b) safe and secure,*
- (c) kept adequately lit, heated and ventilated*
- (d) cleaned, maintained and repaired, as required, and*
- (e) equipped with adequate and suitable sanitary facilities.*

#### Compliance Information

- (a) The preschool building appeared to be well maintained with no observable indications of defects.
- (b) The entrance and emergency doors to the service were secure and a keypad entry system was in place at the main entrance. All persons entering and leaving the building must be escorted by a staff member. The physical environment was safe and secure for purpose of a preschool service.
- (c) The playrooms were inviting bright environments with sufficient windows that provides enough light and comfort for activities. The service ensured the playroom and sanitary accommodation were maintained within the following temperature limits of 18 to 22 degrees Celsius There was a balance between natural and artificial lighting. Openable windows were provided in the playrooms and in the nappy sanitary accommodation as a means of air circulation. Mechanical ventilation was in place in the sanitary accommodation for the older toddlers and preschool children.
- (d) The premises were in a clean condition, well maintained and repairs attended to without delay. Cleaning schedules were in line with the cleaning programmes in place at the service.
- (e) The facility has 3 single toilets cubicles, 3 corresponding wash hand basins and nappy changing facilities with a wash handbasin available for the 40 preschool children registered to attend the service.

The nappy changing policy in line with the Management of Infectious Diseases for Childcare Facilities and Other Childcare Settings was displayed in the nappy changing facility. Pedal operated bins were available for disposing of general waste and a sealed, lidded, and pedal operated bin for nappy disposal.

Hand washing and drying facilities were adequate and suitable. The hot water was thermostatically controlled at the recommended temperature of no more than 43<sup>o</sup>C. There was a supply of liquid soap and a paper towel dispenser/and dryer available to facilitate effective handwashing and drying.

Separate adult toilet facilities were available for the staff members working in the service.