

Early Years Inspectorate Regulatory Report School Age Services

TUSLA Identifier:	TU2019MH012SA
Name of School Age Service:	Kidz R Kidz
Name of Registered Provider(s):	Niamh O Reily
Address of School Age Service:	5 & 6G The Courtyard Village Centre Ratoath Co. Meath
Eircode:	A85 KR67

Date(s) of Inspection:	30 September 2025
Number of school age children present during inspection:	PM 39
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 and L.A. Webster
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:

Kidz R Kidz is located in a ground-floor, converted retail unit in Co Meath. The service provides care for children aged 4 to 12 years old. A breakfast club is provided from 7.00 to 9.30am and an afterschool club from 1.00 to 6.00 pm during term time. The service is registered to open from 8.00am to 6.00pm during non-term time. There is an outdoor area available in the vicinity of the service. A small kitchen area and sanitary facilities are available onsite.

Staffing:

The registered provider works in the service in a supernumerary capacity. The registered provider employs nine staff members to work directly with the children.

Additional Information:

The inspection was triggered following receipt of information received by the inspectorate.

An immediate action notice was issued on 30 September 2025 in relation to access and procedures relating to medication required by children attending the service. An appropriate response, which mitigated the risk was received on 30 September 2025.

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 year's 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 inspectors wish to acknowledge the co-operation of the children, registered provider, 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 10: Policies of a school age service.
- Regulation 12: Insurance.
- Regulation 13(1)(a)(b)(c)(2)(a)(b)(3)(a)(b): Complaints.

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

- Regulation 8(1)(a)(b)(d)(2): Vetting disclosures.
- Child Care Act 1991, Section 58(G) as amended by Part 12 of the Child and Family Agency Act, 2013.

Conclusion and follow up actions:

The actions and evidence submitted by the registered provider, in their corrective and preventive 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 inspectors reviewed the staff files of three new staff members employed since the previous inspection in November 2024. A review of previous staff members Garda Vetting disclosures, and an outstanding police vetting, was also completed. A Garda vetting disclosure was available for the three new staff members and all previous staff members. However, the service did not demonstrate compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years. This will be examined in Child Care Act 1991, Section 58(G) as amended by Part 12 of the Child and Family Agency Act, 2013. There was documentation available in relation to one staff member

to demonstrate police vetting was not required. The police vetting which was outstanding from the previous inspection was available for review.

Regulatory Requirement not met

(1)(a)(b) The registered provider did not have written and validated references available for all staff members for review on inspection.

- There was no documented evidence that the four references available for two staff members were validated.
- One staff member had no written and validated references available for review.

(d) The inspectors could not confirm if police vetting was required for one staff member.

(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.

Corrective & Preventive Action Response submitted by the Registered Provider

(1)(a)(b) The registered provider submitted the required written and validated references for one staff member and the validations for the two other staff members.

(d) A record of a staff members employment history was submitted and evidenced that police vetting was not required.

(2) The registered provider submitted a procedure and checklist in place to be completed prior to staff being employed and working directly with the children.

Summary of Findings

The actions and evidence submitted by the registered provider, in their corrective and preventive 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 39 children on the day of inspection.

The supervision of the children was observed within the service and on collection from a local school. Whilst in the service staff were aware of where children were, for example if they went to the sanitary facilities to ensure too many children did not use the facilities at the same time.

During a school collection, it was observed that staff took great care and attention to the safety and wellbeing of the children when embarking on the route back to the service. It was evident that the children showed familiarity with the rules of the road and followed instructions given by staff members.

Regulation 10: Policies of a school age service

A registered provider of a school age service shall ensure that the policies and statements specified in Schedule 6 are in place for the service.

Regulatory Requirement Met

The service's behaviour management, administration of medication, infection control, dropping off and collection and complaints policy were reviewed. These documents contained the required information as per Schedule 6 of the regulations to support staff in their practice.

Regulation 12: Insurance

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

Regulatory Requirement Met

The service had insurance cover for a maximum attendance of 60 children in the service.

Insurance cover was valid from the 28 March 2025 to the 27 March 2026

Regulation 13: Complaints

(1) A registered provider of a school age service other than a childminding service shall ensure that the complaints policy of the service specifies—

- (a) the procedure to be followed by a person for the purposes of making a complaint in relation to the service,*
- (b) the manner in which such a complaint shall be dealt with, and*
- (c) the procedures for keeping a person who makes such a complaint informed of the manner in which it is being dealt with.*

(2) A registered provider of a school age service other than a childminding service shall ensure that—

- (a) a record in writing is kept of a complaint made to the provider in respect of the school age service, and*
- (b) the complaint is duly dealt with in accordance with the provider's complaints policy.*

Regulatory Requirement Met

The complaints policy detailed the procedure for making a complaint and how verbal and written complaints would be dealt with. The policy referenced how a complainant would be kept informed of the complaints procedure and specified timelines for responses.

The registered provider stated there had been no complaints to the service.

Child Care Act 1991, Section 58(G) as amended by Part 12 of the Child and Family Agency Act, 2013

It shall be the duty of every person providing an early year's service to take all reasonable measures to safeguard the health, safety and welfare of children attending the service and to comply with regulations made by the Minister under this Part.

Regulatory Requirement Met

During the inspection, the inspectors observed the health, safety and welfare of children being supported by the following:

- During the collection observed, staff members were aware which children required collection on a daily basis. Collections lists were available and set staff members completed the collections at the various times and at the different schools. Staff ensured the children on the list reflected the children who were present for collection each day. Through discussions with staff and observation of an electronic application it was evident staff were aware of the procedures in place should a child not be at the collection point.
- Staff ensured that children's attendance were filled out in real time and reflected the number of children present in the service on the day of inspection. A sign in sheet for staff members was available also reflected the staff present on the day.
- Staff members spoken with were aware of positive behaviour management strategies to be used in the service. Staff discussed how they provided a range of activities to engage the children to support children's behaviour. Staff stated how they included children in sorting out difficulties and redirected play as required. Staff members were observed implementing these strategies during the inspection. They were observed interacting with the children, presenting them with choices and engaged in discussions when there were disagreements about what activities children were taking part in.
- A review of incident records within the service dated from 2023 indicated that these were completed and that parents were informed. The registered provider and staff members discussed regular communication with parents at pick up and also via emails.

Regulatory Requirement not met

1. Relevant information regarding children was not available to staff to support in safe and appropriate care. A sample of twenty children's records were observed. One of the

children's records had medication requirements. However, upon observation, there was no evidence of a medical care plan for a child that needed medication within the service. In discussion with staff, it was evidenced that there was a lack of awareness of the child's medical needs. This posed a significant risk to the health, safety, and welfare of the child if medication is needed. An immediate action notice was issued on the day of inspection in relation to medication.

2. The registered provider did not have evidence that staff members had been trained in the service's policies and procedures to ensure effective and safe practices were in place.

The inspectors observed the following.

- Whilst it is acknowledged that staff members had completed child protection training, staff were unaware of responsibilities and updates in relation to mandated reporting. Through discussion with staff members, there was uncertainty surrounding the procedures to follow if a child protection concern was raised. As mandated individuals, it is important for staff to be aware of child protection protocols.
 - Through discussion with several staff, it was evident that they were unaware of the services illness and exclusion policy, particularly surrounding the exclusionary periods for a sick child. This posed a risk of cross infection to staff and children within the service.
3. The registered provider did not ensure the service's Health Eating policy was followed to ensure that allergies and food preferences were appropriately managed. The food allergies and food preferences in child's records were not readily available to staff. Some staff spoken with were unaware of these allergies and there was no documentary evidence readily available that highlighted children's dietary requirements, allergens or food preferences. This was at variance with the service's policy, which stated such documents would be available. The service could not ensure that children were provided with appropriate food whilst in the service.
 4. The service did not demonstrate compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years. The service had not updated the Garda vetting disclosures for two staff members.

Corrective & Preventive Action Response submitted by the Registered Provider

1. The registered provider responded to the immediate action notice. However, during the CAPA stage the registered provider stated that the child no longer attends the service. The registered provider stated that in future a child with any medical issues will only be allowed start with us when plans and the relevant medication is given.
2. The registered provider submitted signed training records for staff in relation to training, inclusive of child safeguarding. They will also ensure that policies and procedures will be discussed at team meetings.
3. The registered provider submitted a menu of the food available and would ensure that information about a child's allergies would be available on display in the service for all staff.
4. The service submitted the updated Garda Vetting disclosures and a plan to ensure that this will be renewed in a timely manner.

Summary of Findings

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