

Early Years Inspectorate Regulatory Report

School Age Services

TUSLA Identifier:	TU2021CC091SA
Name of School Age Service:	Tiny Tots
Name of Registered Provider(s):	Hazel O' Mahony
Address of School Age Service:	Killeagh Gardens, Killeagh, Cork.
Eircode:	P36EV56

Date of Inspection:	12 June 2025			
Number of school age children present during inspection:	AM	N/A	PM	24
Registration status:	Registered			
Conditions (if applicable):	N/A			

Address of the Early Years Inspectorate	Tusla Early Years Inspectorate, 13 Market Square, Mallow, Co Cork, P51 DD5Y
Inspection undertaken by:	J Dennehy
Title:	Inspection Registration Manager

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).

Early Years Inspectorate Regulatory Report School Age Services

Description of Service:

Tiny Tots is a combined school age and pre-school service located in a detached single storey building. The service is in a residential area of a rural village in east Cork. The service is operational between 7.00am to 9.00am and 1.30pm to 6.00pm during term time and is operating from 7.00am to 6.00pm non-term time. Children aged 4 to 12 years can attend the service. The rooms in the service include an entrance hallway, office, school age room, kitchen, laundry room and storeroom for toys. Sanitary accommodation is available for both children and staff working in the service. The additional rooms in the service are in use to provide a pre-school service. A secure outdoor play area is available at the back of the service.

Staffing:

The school age service is staffed by two adults, which includes the registered provider. The registered provider works directly in the service.

Additional Information:

The inspection was conducted in response to information received by the inspectorate.

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.

Early Years Inspectorate Regulatory Report School Age Services

Acknowledgements:

The inspector wishes 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 relation to:

- Regulation 7: Notification of change in circumstances;
- Regulation 8: Vetting disclosures;
- Regulation 9: Staffing levels;
- Regulation 13: Complaints;

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

- Regulation 10: Policies of a school age service;
- 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 inspector reviewed the registered providers response and policies that were submitted.

Regulation 7: Notification of change in circumstances

(1) A registered provider of a school age service shall, subject to paragraph (2), notify the Agency in writing of any proposed change in the details in relation to the school age service contained in the register pursuant to section 58C (2) of the Act or Regulation 6(2) or 6(3) at least 60 days before it is proposed that the change would take effect.

Regulatory Requirement Met

(1)

The inspector found that the service was operating in line with the details outlined on the directory of service, The service's operational hours were 7.00am to 9.00am and 1.30pm to 6.00pm. The registered provider informed the inspector that they operate from 7.00am to 6.00pm outside of term time.

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.*

Regulatory Requirement Met

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

Staff files had been reviewed on the previous inspection on the 27 August 2024. There were no new staff files to be reviewed on this inspection. The service also demonstrated compliance with the Inspectorate's Regulatory Notice requiring services to renew Garda vetting every three years.

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)

On the day of inspection, there was an adequate number of adults available to the children.

(2)

From review of the staff roster from the previous four weeks there was an adequate number of adults present within the service to maintain the ratio 1:12.

(4)

On the day of inspection, children were observed to be appropriately supervised both in the school-age room, kitchen area and in the outdoor area. On the inspector's arrival, children were engaged in art activities within the school age room. Staff were observed to supervise the children by sight and sound and engage in conversation with the children present.

Regulation 10: Policies of a school age service
<i>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.</i>
Regulatory Requirement Met
The service policies and procedures were available on the day of inspection in the service. The registered provider advised that all policies and procedures were provided to parents. Documentation was available to confirm that parents received a copy.
Regulatory Requirement not met
The statement of purpose and function did not set out the number of children that could be catered for at the service.
Corrective & Preventive Action Response submitted by the Registered Provider
The service's statement of purpose and function was amended to include the number of children that the service can cater for.
Summary of Findings
The inspector has reviewed the actions and evidence submitted. The non-compliances identified under the listed policies above in relation to Regulation 10 have been addressed adequately.

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

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

The inspector reviewed the service's complaints policy. The policy included the procedure for making a complaint, the manner for investigating complaints and the procedure for keeping a complainant informed on how complaints were dealt with.

(2)(a)(b)

The registered provider informed the inspector that they had received no further complaints since the last inspection which took place on the 24 August 2024. The record of a previous complaint was inspected on the previous inspection.

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 years 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 not met

The service did not have a child protection and welfare policy available as stated in the child safeguarding statement. The inspector discussed with the registered provider whether the policy was available, the registered provider could not locate the policy. This posed a risk as it is unclear if staff are aware of what procedures are to be followed if there is a child protection concern within the service. It is acknowledged that on discussion with a staff member they were aware that the registered provider was the designated liaison person, and staff had completed the Children First e-learning training.

Corrective & Preventive Action Response submitted by the Registered Provider

A copy of the child protection and welfare policy was submitted and the service stated that it could not be located at the time of inspection.

Summary of Findings

The inspectors have reviewed the actions and evidence submitted. The non-compliance identified under Regulation 58(g) has been addressed adequately.