

Early Years Inspectorate Regulatory Report

School Age Services

TUSLA Identifier:	TU2021FL039SA
Name of School Age Service:	Broadmeadows Afterschool
Name of Registered Provider(s):	Hazel Cassidy
Address of School Age Service:	Applewood Community Centre Applewood Swords Co Dublin
Eircode:	K67 P7V2

Date(s) of Inspection:	23 October 2025
Number of school age children present during inspection:	PM 36
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

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:

Broadmeadows Afterschool is a school age service located in a community centre in a residential area in Dublin. The service caters for children aged 4-12 years old. The service is open Monday to Friday between 7.45am and 9.00am for a breakfast club and from 1.00pm to 6.00pm for afterschool care. The service operates in three rooms, with the two main rooms on the first floor of the community centre. The third room was not in operation on the day of inspection. There is also access to a large hall area and an outdoor area on the premises. Sanitary facilities and a kitchen are also available on the site.

Staffing:

The registered provider works in the service in a supernumerary capacity. The registered provider employs 12 staff members. Eleven staff members work directly with the children and there is an administrator who does not work onsite.

Additional Information:

The inspection was triggered following receipt of information from 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 commence.

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, registered providers, 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: Vetting disclosures
- Regulation 9(1)(2)(4): Staffing levels.
- Regulation 10: Policies etc. of school age service.
- Regulation 12: Insurance.
- Regulation 13(1)(a)(b)(c)(2)(3)(a)(b): Complaints.
- Child Care Act 1991, Section 58(G) as amended by Part 12 of the Child and Family Agency Act, 2013.

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

The inspector reviewed the staff files of the five staff members, who had been employed since the last inspection in February 2024. There were two written and validated references available for all five staff members, from a previous employer or a source other than a previous employer. A Garda vetting disclosure was available for the five staff members. The service demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years following as three staff members working at the previous inspection had updated Garda Vetting disclosures. The documentation reviewed by the inspector demonstrated that police vetting was not required. The preventive actions from the last inspection were maintained as the new staff members had been employed to work directly with the children following their Garda Vetting disclosure being obtained.

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)

There were 5 staff members and the registered provider working directly with the 36 children who attended the service on the day of the inspection. When older children arrived during the session there were 4 staff members and 23 children in the main room and 2 staff members and 13 children in the second room.

(4)

The inspector observed appropriate supervision of the children. During the initial hour of the inspection, children were given access to a quieter room to play games with a staff member. Children chose if they wanted to go into this room and this was facilitated with children being supervised to the room and staff communicating with walkie talkies. In the main room, staff were observed completing art activities, playing games with the children and discussing their Halloween costumes and plans.

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 services drop off and collection policy, 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 was insured from 28 August 2023 to 27 March 2024 for a maximum of 50 children. On the day of the inspection, there were 36 school age children in attendance.

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.*

Regulatory Requirement Met

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

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 the appeals process. The registered provider advised that there had been no formal 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 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 Met

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

- The service notified the inspectorate of an incident in the service. At the time of the notification the registered provider outlined measures to reduce the risk of the incident reoccurring. On inspection the collection of children was observed and the preventive actions and procedures outlined in the notification were in place. The staff were familiar with the revised procedures and discussed how the team have met following the incident and been updated on the procedures. The documentation reviewed included the updated collection policy and records of team meetings and communication confirmed the information as discussed by the staff members.
- Documentation reviewed and discussions with the registered provider demonstrated that the parents had been communicated with following the incident.
- During the inspection the children were supported in choosing their activities. All activities were easily accessible, and children were playing individually and in small groups with all activities available. For example, a couple of children were setting up car ramps in an area of the room, whilst staff members were playing games with children and other children were colouring in Halloween pictures and being provided with pictures they requested by staff members.
- The preventive action from the previous inspection had been maintained as access to the 'Homework' room was secure, and this prevented any unauthorised access to the service and exit from the service by children.