

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2021WD001
--------------------------	-------------

<b>Name of Service:</b>	Discovery Bay Preschool
-------------------------	-------------------------

<b>Address of Service:</b>	Fisherman's Hall, Dock Road, Dunmore East, Co. Waterford
----------------------------	--

<b>Eircode:</b>	X91 F6WT
-----------------	----------

<b>Name of Registered Provider:</b>	Charlene Lestrangle
-------------------------------------	---------------------

<b>Service type:</b>	Sessional
----------------------	-----------

<b>Date(s) of Inspection:</b>	22/01/2026
-------------------------------	------------

<b>No of pre-school children:</b>	AM	20	PM	N/A
-----------------------------------	----	----	----	-----

<b>Address of the Early Years Inspectorate:</b>	Community Care Office, Cork Rd., Waterford X91 VX09
<b>Inspection undertaken by:</b>	A. Bradshaw
<b>Title:</b>	Early Years Inspector

### 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
---------------------------------	----------------

### Description of service

Discovery Bay Preschool is a registered early years service located in a local community hall in the centre of Dunmore East, Co Waterford.

There are two care rooms for the children – The Terrific Turtles and the Jumping Jellyfish with an adjacent sanitary area. The Terrific Turtles room was shared with other community groups outside of its operating hours.

The early years' service is registered to operate from 09:30 to 13:00 and 13:30 to 17:00, five days weeks. They currently offer only morning session and care for up to 33 children aged 2 to 5 years of age.

The service is registered as a school age service also.

### Staffing

The registered provider employs five staff members and is also rostered to work directly with the children.

### 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.

Regulation 9 – Management and Recruitment;

Regulation 11 – Staffing Levels;

Regulation 15 – Record of a Pre-School Child;

Regulation 16 - Record in Relation to a Pre-school Service;

Regulation 21 – Equipment and Materials;

Regulation 22 - Food and Drink;

Regulation 23 – Safeguarding Health, Safety and Welfare of Child;

Regulation 25 – First Aid;

These findings are outlined within the relevant regulations within this report.

A sampling process was used to assess compliance under regulation 15(1) – Record of Preschool Child and regulation 16(1)(h) Records of a preschool child.

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 inspector wishes 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
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.

(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)(b)(c)

The service had a designated person in charge and a person to deputise if required. On review of the attendance sheet and roster, either the person on charge or the designated person were in the service during the hours of operation. During discussion with the staff, it was evident that the management structure was familiar to them and documents reviewed on the day confirmed this.

(2)

Following a review of information available on inspection and discussion with the registered provider, the inspector reviewed six files, including the registered provider's file.

(a)(b) The required references were available for review by the inspector.

(c) Garda vetting was available for the six adults. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every 3 years.

(4)  
On review of the staff files, evidence was available to demonstrate that staff working with preschool children had achieved 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.

### Non-Compliance Information

(2) On review of the staff files, the following was noted:

(d) Police vetting was not available for two staff members who had resided outside of the jurisdiction for a period longer than six months.

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

#### Corrective and Preventive Action

The registered provider stated that police vetting has been completed and the outstanding vetting had been applied for. A recruitment policy has been developed and includes the requirement for all police vetting to be in place before the commencement of employment.

#### Supporting documentation submitted

- A copy of completed police vetting
- A copy of the application for police vetting
- A copy of the recruitment policy.

### Summary Comment

The actions submitted by the registered provider have partially addressed the non-compliance identified on inspection and will be reviewed on the next inspection.

### 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.*
- (3) Subject to paragraph (5), a registered provider of a sessional pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 2 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) therefore at that reference number is satisfied.*

#### Compliance Information

(1)(3) During the inspection, there was an adequate number of staff working directly with the children. At 10:05, there were 2 staff caring for 6 children in the Jumping Jellyfish room and 2 staff members were caring for 14 children in the Terrific Turtles room. On a review of the staff roster and the children's attendance records, it was evident that the registered provider always ensured that the minimum ratio of adults to children was maintained.

### 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) Twelve children's records were reviewed and the details required from parts (a)(b)(c)(d)(e)(f) and (i) was included on these forms.

## Non-Compliance Information

- (1) Details of the children's medical practitioner and a record of children's immunisations were not included on the 12 forms reviewed.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

The registered provider stated that the children registration form has been updated to include the details of the child's doctor and their immunisation record. They stated a registration checklist has been devised to ensure the relevant details are completed on the child's form before they commence in the service.

### Supporting documentation submitted

A copy of the checklist was submitted.

## Summary Comment

The action submitted by the registered provider are suitable to address the non-compliance identified on inspection.

## Part IV – Information and Records

### Regulation 16 – Record in relation to pre-school service

*(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:*

- (a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;*
- (b) details of the class of service and the age profile of children for which the service is registered to provide services;*
- (c) details of the adult:child ratios in the service;*
- (d) the type of care or programme provided in the service;*
- (e) the facilities available;*

(f) the opening hours and fees;

(g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;

(h) details of attendance by each pre-school child on a daily basis;

(i) details of staff rosters on a daily basis;

(j) details of any medication administered to a pre-school child attending the service with signed parental consent;

(k) details of any accident, injury or incident involving a pre-school child attending the service.

## Compliance Information

(1) The details required from (b) to (i) was available to the inspector. The information was included in the parental welcome handbook, (which is emailed to each parent), staff files, service policies and included in the attendance record book.

## Non-Compliance Information

(1) (a) The registered provider did not ensure a record of the experience of one staff member was available.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

The registered provider stated that the staff files have been updated to include C. V.'s and a recruitment policy had been updated to ensure an up to date and comprehensive C.V. is available to the employer.

### Supporting documentation submitted

A copy of the recruitment policy has been submitted.

## Summary Comment

The action submitted by the registered provider are suitable to address the non-compliance identified on inspection.

### 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*

*(b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.*

#### Compliance Information

The person in charge discussed the curriculum planning procedures in the service and stated that last week and this week's theme was traffic. They described the themes as being integrated into the daily activities of each room. This was evident in the children's play. In the Jumping Jellyfish room children were observed to wash the toys cars as part of the planned water play, and they built garages for the cars with the magnetic shapes. Staff were observed to note a child's interest during art and suggested that on the next trip to the library that they choose a book about rainbows.

Staff were observed to encourage children in the Terrific Turtles room to take responsibility for their property, reminding them to ensure they had their bags, water bottles, and hats and gloves. In the Jumping Jellyfish room children were observed to put their completed artwork into their bags to bring home.

Children were given the job of being 'helpers' with a staff member as they checked the outside area for rubbish and if it was secure before the main group of children left the building. The helpers shouted into the group 'all's OK' and the group shouted back 'thank you'. This demonstrated the friendly and familiar relationships between the children. Children used the outdoor area once the rain had cleared on the morning of the inspection. They were observed to dig and scoop in the large sand pit while others were using the chalk on the concrete paving. Children were observed to be confident using the timber climbing frame. Staff engaged with the children's imaginary play when invited to participate.

Staff were observed to respect children's autonomy over their work and gave them five minutes notice before break time giving the children the opportunity to complete their work to their satisfaction. After break children were noted to choose a play activity once they had finished their food.

Staff supported children in problem solving in the Terrific Turtles room, a group of children were building a 'highway' with timber tracks and were struggling to balance the bridges, a staff member was observed to offer a few different alternatives until the children were happy with their outcome.

Staff in the Jumping Jellyfish room were observed to gently managed children’s behaviour, a staff member was observing the children playing and interjected with suggestion before an issue developed regarding sharing toys. Staff were observed to communicate with each other in a friendly manner, checking in to see what the next activity was and if more equipment was required to accommodate all the children.

### Part V - Care of Child in Pre-school Service

#### Regulation 21 – Equipment and materials

*A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.*

#### Compliance Information

The service had two rooms in the community building, one of the rooms was a shared hall, the Terrific Turtles, and the second room was a dedicated care room, the Jumping Jellyfish. As a result, the shelving and storage units were on locked wheels to allow them to be stored away at the end of each week.

Each room was equipped with low shelving, containers and baskets which allowed children to access toys and equipment independently. These containers, baskets and shelving was labelled which support the children putting away equipment. The rooms were well-resourced and used furniture and floor coverings to create definite areas of interest, for example, each room had an area with soft matting at the book area from the main play space.

The equipment, toys and materials available to the children was suitable for their age and stage of development.

The rooms had areas of interest which were well laid out and resourced to enhance the children’s play.

These included with a construction area with blocks, bricks and tracks, reading areas, a tall dolls house, and activity trays.

Children's identity and belonging in each room was reflected with family photographs, birthday walls and personalised hooks to store their belongings. Child size tables and chairs were available, and staff set up a variety of activities on the tables such as, magnetics, and a sorting activity that the children could choose to play with independently.

### Part V - Care of Child in Pre-school Service

#### Regulation 22 – Food and drink

*A registered provider shall ensure that adequate and suitable, nutritious and varied food and drink is available for each pre-school child attending the pre-school service.*

#### Compliance Information

The registered provider stated that children’s snacks are provided by the parents daily. The children in the Terrific Turtles room were observed to have their snack at 10:30 and it appeared to be a social occasion with staff sitting with the children and chatting creating a positive atmosphere. Children were encouraged to be independent and were observed putting their rubbish in the appropriate bins and packing their lunch boxes.

Children were noted to eat healthy foods including rice cakes, yogurt drinks, brioche rolls, crackers, cheeses, and a variety of fruits. Each child had their own bottle of water which they could access if required.

### Part VI - Safety

#### Regulation 23 - Safeguarding health, safety and welfare of child

*A registered provider shall ensure that all reasonable measures are taken to safeguard the health, safety and welfare of a pre-school child attending the service and that the environment of the service is safe.*

#### Compliance Information

##### General Safety:

- The external door was appropriately secured to prevent children exiting unsupervised and unauthorised personal gaining access to the building.
- The outdoor area was secured with a latch which was inaccessible to children.
- Cleaning products were stored on high shelving which was inaccessible to the children.
- Children and staff attendance was recorded in a timely manner in the attendance record books.
- Two children had severe allergies. Each child had the required medication in labelled containers and a care plan indicating the symptoms of an allergic reaction and the required steps to be taken by the staff.

##### Infection Control:

- There was warm water, soap and disposable hand towels available to the children and staff sanitary areas to allow for effective hand washing.
- Children were observed washing their hands before snack time.
- Creams, wipe and nappies were individually labelled which reduced the risk of cross infection.

- Cleaning records were noted to be completed and up to date.
- Pedal bins were observed to be used the sanitary area reducing the number of surfaces touched during nappy changing.

## Non-Compliance Information

### General Safety:

1. Adult chairs were stored in the shared community hall; however the chairs were stacked with the legs protruding from the frame, which posed a risk of a child injuring themselves if they fell on them.
2. The drawer of a unit in the entrance hall was broken and posed a risk of injury to a child if they tried to open it.

## Action submitted by the Registered Provider

### Corrective & Preventive Action

#### General Safety:

The registered provider stated that:

1. The adult chairs have been removed from the care room.
2. The drawers have been repaired.

They stated that daily site inspection checklist has been developed.

### Supporting documentation submitted

#### General Safety:

Photographic evidence was submitted.

A copy of the daily site inspection checklist was submitted.

## Summary Comment

The action submitted by the registered provider are suitable to address the non-compliance identified on inspection.

### 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) The registered provider has ensured that a person trained as a first aid responder was available to the children at all times. Two staff members had up to date First Aid Responder training.
- (2) (a)(b) A suitably equipped first aid box was available and was safely stored in an easily accessible and conspicuous position in the press in the Jumping Jellyfish room.

### 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.*

#### Non-Compliance Information

1. The fire hose was loose and unravelling, which could pose a risk of the child pulling at it.
2. It was noted there was water lying in a drain in the garden area, and it appeared to be stagnant. This posed risk of illness to the children playing in the garden.
3. In the Jumping Jellyfish room there was a hole in the wall at the children's level, the foam insulation was visible. This created a risk of injury to a child if they ingested it.
4. The floor covering in the hallway from the care rooms to the sanitary area was worn and not sealed. As a result, it could not be cleaned effectively

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

The registered provider stated that a daily site inspection form has been developed and the maintenance man has completed the tasks as follows:

1. The fire hose has been reinstated.
2. The drain has been fixed and covered.
3. The hole in the wall has been filled and plastered.
4. The floor covering will be replaced in the coming days.

### Supporting documentation submitted

Photographic evidence was submitted.

Evidence of upcoming work on the flooring was submitted.

A copy of the daily site inspection form was submitted.

## Summary Comment

The action submitted by the registered provider are suitable to address the non-compliance identified on inspection.