

Early Years Inspectorate Regulatory Report School Age Services

TUSLA Identifier:	TU2022CC005SA
Name of School Age Service:	The Old School House
Name of Registered Provider:	Deirdre O Sullivan
Address of School Age Service:	Gogginstown, Knockraha Village, Cork.
Eircode:	T56 W085

Dates of Inspection:	13 October 2025 & 22 October 2025			
Number of school age children present during inspection:	Day 1	9	Day 2	13
Registration status:	Registered			
Conditions (if applicable):	N/A			

Address of the Early Years Inspectorate	2 nd Floor, Estuary House, Henry Street, Limerick, V94 XT5F
Inspection undertaken by:	S O'Brien & N O'Donoghue
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:

The Old School House is a school age service based in the village of Knockraha, Cork. The service caters for children aged 4 to 15 years. The service operates between 7.45am to 8.50am and 1.30pm to 5.30pm. The service consists of one care room for school-age children. The service is also registered as an early years service on the same premises.

Staffing:

There are 16 adults employed in the early years and school age service. On discussion with the registered provider and through observation, five adults work directly with the school age children. The registered provider is not based in the service. Two students were carrying out work placement in the service. On both days of inspection, there were two adults working with the children. The registered provider was present in the service on day two of inspection.

Additional Information:

On 13 October 2025, an Immediate Action Notice for Garda vetting was issued as one adult that had access to the children did not have a Garda vetting disclosure available for review. The registered provider submitted a response on 14 October 2025 and submitted a Garda vetting disclosure in respect of the one adult.

Further information regarding the Immediate Action Notice can be found under Regulation 8: Vetting Disclosures in this report.

On 15 December 2025, a regulatory compliance meeting was held with the registered provider in order to clarify the non-compliances found on inspection that were not addressed via the corrective action and preventive action process. Further information can be found under the relevant regulations.

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:

- a) caters for children under the age of 15 years enrolled in a school providing primary or post-primary education,
- b) 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
- c) 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 adults who were present on the days of inspection.

Summary of Findings:

On inspection, the registered provider was found compliant in relation to the following:

- Regulation 9: Staffing levels
- Regulation 10: Policies of a school age service
- Regulation 11: Premises
- Regulation 12: Insurance

On inspection, the registered provider was found non-compliant in relation to the following:

- Regulation 8: Vetting disclosures
- Child Care Act 1992, Section 58(G) as amended by Part 12 of the Child and Family Agency Act, 2013.

Conclusion and follow up actions:

The registered providers response and documented evidence was reviewed by the inspectorate. This will be reviewed at the next 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) Eighteen recruitment files were reviewed including the registered provider and student files.

(a) Twenty of the references available were from a past employer and were validated.

(b) Eleven of the references available were from a reputable source and were validated.

(c) Garda vetting disclosures had been obtained for 17 adults. However, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under regulation Child Care Act 1992, Section 58(G) as amended by Part 12 of the Child and Family Agency Act, 2013.

(d) Police vetting was not required for 15 of the adults as they had not lived outside of a state for longer than six consecutive months.

Regulatory Requirement not met

(1)

(a)(b) Five references were not available in respect of three adults working in the service.

(c) There was no Garda vetting disclosure available in respect of one adult who worked directly with the school age children. This posed a possible safety risk to the children as the relevant checks had not been carried out prior to the adult being appointed to care for the children.

An Immediate Action notice was issued to the provider on 13 October 2025. On 14 October 2025, the registered provider submitted a Garda vetting disclosure to the inspectorate.

(d) It could not be determined if police vetting was required for four adults working in the service. A curriculum vitae was not available in respect of two adults and gaps were identified in respect of two adults curriculum vitae.

(2) The registered provider did not ensure that the procedures specified in paragraph 1 had been fully carried out prior to six adults being appointed, assigned or allowed access to or contact with the school age children attending the service.

This posed a possible safety risk to the children as the registered provider did not adequately complete the required checks to ensure the suitability of the staff in the service.

Corrective & Preventive Action Response submitted by the Registered Provider

The registered provider outlined in their response:

Corrective Action

(1)

(a)(b) The registered provider outlined in that the references and validations had been forwarded to the Early Years Inspectorate.

(c) A Garda vetting disclosure was submitted to the inspectorate on 14 October 2025, in respect of the staff member.

(d) It was outlined that police vetting was not required for any staff member and the gaps have since been filled in and kept on file.

(2) The registered provider outlined that not having these checks carried out was an oversight. This response was not accepted. The registered provider had not carried out the relevant checks in relation to the non-compliances. This was outlined to the registered provider at the regulatory compliance meeting. It was also outlined that the registered provider was required to complete Garda vetting applications in respect of two staff, as the Garda vetting disclosure that were available had not been carried out by the service. The registered provider has submitted the Garda vetting disclosures in respect of the two staff members.

Preventive Action

(1)

(a)(b) All staff including work experience staff should have references on file as well as validations prior to commencing work at the service.

(c) Ensure all garda vetting are on file before staff commence working in the service.

(d) Ensure that no gaps to be left in staff files for future reference.

(2) The registered provider is fully aware to have all documents on file before staff commence in the service.

Summary of Findings

The registered providers response and documented evidence was reviewed by the inspectorate. This will be reviewed on the next inspection of the service.

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) The registered provider ensured that there were adequate adults to care for the children during the inspection.
- (2) On day one of inspection there were nine children being cared for by two adults. On day 2 of inspection, there were 13 children being cared for by 2 adults.
- (4) It was observed that the adults supervised the children at all times during the inspection. The adults were observed chatting and playing with the children. The children were observed by sight and sound in the care room and outdoor area.

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

On the day of inspection, the following policy was reviewed:

- Complaints policy
- Administration of medication policy
- Drop off and collection policy
- Statement of purpose and function

The inspector reviewed the policy and was observed to contain the information required as per Regulation 10 and Schedule 6 of the regulations.

Regulation 11: Premises

A registered provider of a school age service shall ensure that-

(a) an outdoor space to which the school age children attending the service have access on a daily basis is provided on the premises, or

Regulatory Requirement Met

(a) The registered provider ensured that the school age children had access to an outdoor space on daily basis which was located to the side of the premises. The children were observed spending time in the outdoor area on the days of inspection.

Regulation 12: Insurance

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

Regulatory Requirement Met

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

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

- The children were observed freely moving between the care room and outdoor area.
- The children were supported by adults as needed with homework.
- The children were observed having snacks in the afternoon. The adults were observed sitting and chatting with the children in a respectful manner.
- The children had a designated care room available to them with toys and equipment which the children were observed to enjoy playing with.

Regulatory Requirement not met

1. Garda vetting was available for five adults. However, these vetting disclosures was not dated within the previous three years in adherence to with the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

Corrective & Preventive Action Response submitted by the Registered Provider

The registered provider stated in their response that:

Corrective Action

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Garda vetting disclosures were submitted to the inspectorate in respect of five staff members who required their Garda vetting to be renewed.

Preventive Action

The registered provider will ensure that all garda vetting will remain up to date.

Summary of Findings

The registered providers response and documented evidence was reviewed by the inspectorate. This will be reviewed on the next inspection