

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2022MN001				
<b>Name of Service:</b>	Annalitten Community Childcare				
<b>Address of Service:</b>	Annalitten National School, Annalitten, Castleblaney, Co. Monaghan				
<b>Eircode:</b>	A75 WX46				
<b>Name of Registered Provider:</b>	Andrea O'Connor				
<b>Service type:</b>	Full Day, Part Time, Sessional				
<b>Date of Inspection:</b>	23/10/2025				
<b>No of pre-school children:</b>	<table border="1"> <tr> <td>AM</td> <td>11</td> <td>PM</td> <td>9</td> </tr> </table>	AM	11	PM	9
AM	11	PM	9		
<b>Address of the Early Years Inspectorate:</b>	No.18 The Grange Plantation Walk Monaghan				
<b>Inspection undertaken by:</b>	S Skinnader				
<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

Annalitten Community Childcare has been operating as a community-based childcare service since 2022. The service provides a full day care service to pre-school children aged 2 – 6 years. The service operates from 8am – 6pm each Monday - Friday and caters for a maximum of 22 pre-school children.

The service is conducted from a room in the local primary school in the rural area of Annalitten Co. Monaghan. The service currently has 1 care room and sanitary facilities. The children have access to an outdoor area to the rear of the premises directly outside the care room.

### Staffing

There are 4 staff employed in the service all of whom work directly with the preschool children. The registered provider does not work in the service.

### 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.

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 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*

*(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) The service had a designated person in charge and a system in place to designate a named deputy person to deputise as required. The person in charge was on the premises when the inspector arrived unannounced to the service.

There were 4 staff files reviewed at inspection.

(2)(a) & (b)

- There were 2 written and validated references from a past employer or an alternative source available for 3 members of staff.
- One staff member had 2 written references.

(c) Garda vetting disclosures had been obtained for all 4 staff members and the service adhered to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years.

(d) Not applicable as following a review of the staff files presented on the day of inspection, international police vetting was not required for any of the staff members as they had not resided outside the Irish jurisdiction for a period of greater than 6 months as an adult.

(4) All four staff who worked directly with the children had a childcare qualification at a minimum Level 5.

## Non-Compliance Information

(2)(a) One staff member required their 2 written references to be validated.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

The registered provider rang up each employer to validate the references. These were then both signed and dated.

In the future, the register provider will validate both references before anyone commences in the service.

## Supporting documentation submitted

Copy of validated references x 2.

## Summary Comment

The Inspectorate has reviewed the registered provider's response and response is accepted. The non-compliance has been addressed.

## 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.*

*(2) Subject to paragraphs (4) and (5), a registered provider of a full day care service or a part-time day care service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 1 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) thereof at that reference number is satisfied.*

*(8) Without prejudice to paragraphs (2) to (7)-*

*(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,*

## Compliance Information

(1) During the inspection there were an adequate number of adults working directly with the children attending the pre-school service in the Preschool Room.

(2) When the inspector arrived unannounced to the service there was 1 room in operation the Preschool Room.

The following adult: child ratios were observed:

- Three staff in the preschool room with 11 preschool children aged 3 - 4 years.

(8) On review of documentation the registered provider ensured that there are at least 2 adults on the premises at all times.

### 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:

- (h) details of attendance by each pre-school child on a daily basis;
- (i) details of staff rosters on a daily basis;
- (k) details of any accident, injury or incident involving a pre-school child attending the service.

#### Compliance Information

- (1)(h) All children present were signed in the room register with entry and exit times recorded.
- (i) A weekly staff rota was available for the service which documented the staff who were rostered to work including break times.
- (k) A sample of 8 accident and incident forms were reviewed. All forms were complete and contained the required staff, manager and parental signatures to confirm that they had been informed about the incident.

### 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-

- (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

There was one care room in operation on the day of the inspection - the Preschool Room.

(1)(a) The following examples demonstrate how the registered provider ensured that children's learning, development, and well-being was facilitated in the service:

#### Basic Needs:

- The children had free movement in the care room and also had a change of environment to the outside area directly outside the care room. The children were dressed appropriately to go outside.
- Morning, afternoon lunches and dinners were brought in by the children and stored appropriately in the room fridge. Dinners were reheated for those staying on a full day care basis. Drinks were freely available and accessible to the children. Staff helped any children who required assistance with their lunch.
- All children were toilet trained were encouraged to be independent with toileting. Discreet supervision was also provided by staff as required.

- Handwashing was encouraged and supervised after messy play, outdoor play and before lunch.
- Although it was reported that no children slept in the service a staff member was observed to facilitate and comfort 2 children who chose to lie down for a few minutes in the cosy corner.

### Supporting relationships:

- Communication between the parents and staff was informal at drop off and pick-up.
- The staff members in the service were observed to interact with the children in a warm and supportive manner. Soft tones, positive and respectful language were observed in interactions with the children, for example “*well done ...*” and “*super-work*”. Minor issues were prevented from escalating for example when 1 child tried to climb up on a table the staff member swiftly intervened saying “*come on down off the table good man*”. Staff were observed interacting with the children at their level.

### Physical and Material Environment

- A variety of age-appropriate toys and equipment were available in the care room on low level shelving which promoted independence and facilitated choice for the children.
- There were resourced defined interest areas such as the home corner, dress-up area, a construction area, sand and water trays, small world figures, musical instruments, arts and crafts supplies and a book area.

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

### Regulation 20 – Facilities for rest and play

(1) Subject to this regulation, a registered provider shall ensure that-

(b) there are adequate and suitable facilities for a pre-school child to rest during the day,

(3) A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph (2) applies, shall ensure that-

(a) a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises,

### Compliance Information

(1)(b) There was a defined soft area consisting of matting and 2 daybeds. A box of soft blankets was also available for the children to access.

(3)(a) There was an outdoor area directly outside the door of the service with an artificial grass surface. There was a play frame with slide, items to promote balance, balls, and water tray. It was also reported that the children had

access to a large wooden playset with swings, slides and climbing areas and that they used the lower area of the set to the left. Assurances were given by the registered provider and person in charge that the equipment was age appropriate for the preschool children and that the artificial surface in both areas was suitable and “robust”.

### Non-Compliance Information

(1)(b) There were no sheets for the daybeds used in the cosy area to provide a comfortable surface for a child to lie down on. Instead they lay directly on the plastic bed surface.

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

#### Corrective and Preventive Action

Bed sheets were ordered for the beds on the 24.10.25 and received.

Staff ensure to put the beds sheets down on the beds when a child chooses to lie down.

#### Supporting documentation submitted

Copy of delivery docket.

### Summary Comment

The registered provider’s response is accepted and the non-compliance is addressed. This will be for review on the next inspection.

### 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.*

#### Non-Compliance Information

##### General Safety:

1. There were sharp unprotected corners on the brown units and 1 of the tables in the care room. These are a potential injury hazard.
2. The written service record for the maintenance of the fire alarm system was dated outside the recommended yearly service.

##### Infection Control:

3. The blankets for the daybeds in the soft area were not stored individually. They were all stored in 1 box and once used were returned to the same box with clean blankets. This is a cross contamination and infection control risk.

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

##### Corrective & Preventive Action

##### General Safety:

1. Corner protectors were placed on the corners of the units on 24.10.25. Ensure all corner/edges are always covered and checked monthly. If missing or damaged, they will be replaced.
2. The fire company was contacted on the 24.10.25 to come out and service the fire equipment. Ensure all fire maintenance is serviced annually to prevent going out of date.

##### Infection Control:

3. Each child has their own labelled bag for their own blankets. All staff were reminded on the implementation of the Infection Control Policy. The implementation of the Infection Control Policy will be monitored by the manager and children's blankets will be washed regularly after use.

##### Supporting documentation submitted

##### General Safety:

Copy of up-to-date Fire extinguisher maintenance cert and photographic evidence.

#### Summary Comment

The Inspectorate have reviewed the registered provider's response and supporting documentation. This is accepted. The non-compliances have been addressed.

## Part VI - Safety

### Regulation 26 - Fire safety measures

- (1) A registered provider shall ensure that a record in writing is kept of-
- (a) any fire drill that takes place in the premises, and
  - (b) the number, type and maintenance record of firefighting equipment and smoke alarms in the premises
- (4) A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the premises.

### Compliance Information

- (1)(a) A record was maintained of all fire drills which had been completed in the service, the last recorded 23/9/25.
- (b) A record was kept of the number, type and maintenance of the fire-fighting equipment and fire alarm system dated 15/10/24 and 2/9/24 respectively.
- (4) Notices of the procedures to be followed in the event of a fire were conspicuously displayed in the premises.