

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2023LD001
--------------------------	-------------

<b>Name of Service:</b>	Kidz Demesne
-------------------------	--------------

<b>Address of Service:</b>	Longford RFC, Lisbrack, Co. Longford
----------------------------	--------------------------------------

<b>Eircode:</b>	N39 EK28
-----------------	----------

<b>Name of Registered Provider:</b>	Sinead Cawley
-------------------------------------	---------------

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

<b>Date of Inspection:</b>	04/06/2025
----------------------------	------------

<b>No of pre-school children:</b>	AM	16	PM	n/a
-----------------------------------	----	----	----	-----

<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, SAP Office, St Loman's Campus, Springfield, Mullingar, Co Westmeath, N91 N4XC.
<b>Inspection undertaken by:</b>	T. Duignan
<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

Kidz Demesne was established in 2023 as a privately run childcare service for pre-school children aged 2 years to 6 years by the registered provider. The sessional service operates from 9:30am -12:30 hours, Monday to Friday. The service is located in a large room within Longford Rugby Club. The service includes a large care room with adjoining sanitary accommodation, storage room and a kitchen. There is access to a large enclosed outdoor sports pitch located to the side of the premises for daily outdoor play.

### Staffing

Kidz Demesne employs three childcare staff including the registered provider all of whom work directly with the children. On the day of inspection, there were three staff present.

Two of the three adults working in the service have completed a major award in Early Childhood Care and Education.

### 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 and safety. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations:

- Regulation 9(2), (4) - Management and Recruitment.
- Regulation 11 (1), (3) - Staffing levels.

- Regulation 23 – Safeguarding Health, Safety and Welfare of Child (General Safety).
- Regulation 24 – Checking in and out and record of attendance.
- Regulation 25 – First Aid.
- Regulation 26 – Fire Safety Measures
- Regulation 27 – Supervision.
- Regulation 28 – Insurance.

however, on inspection additional non-compliances were identified under:

- Regulation 15(1)(f) – Records of a Pre-School Child.

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

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, staff and children who were present on the day of the inspection.

### Part III – Management and Staff

#### Regulation 9 – Management and recruitment

*(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

Four staff files were reviewed.

- (2)
- (a)(b) Two written and verified past employer references or references from a reputable source other than a past employer, were available in respect of four adults whose records were reviewed.
- (c) Garda Vetting disclosures were available for all adults working in the service. 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 23 of this report.
- (d) Not applicable, as no adult had resided outside the state for a period of longer than six consecutive months whose records were reviewed.
- (4) Three adults working directly with children attending the service held at least a major award in Early Childhood Care and Education at Level 5 or higher on the National Framework of Qualifications.

#### Non-Compliance Information

(4) One adult working directly with children attending the service did not hold at least a major award in Early Childhood Care and Education at Level 5 or higher on the National Framework of Qualifications.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

(4) The staff member is no longer working in the pre-school service. All potential employees will furnish ECCE qualifications and will be checked and verified against the DCEDIY list of recognised qualifications by registered provider. The Recruitment Policy has been reviewed and updated to show same.

### Supporting documentation submitted

Recruitment policy.

### Summary Comment

The written response and documentary evidence submitted by the registered provider has been assessed by the Early Years Inspectorate. Regulatory compliance is met for regulation 9.

## 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) There were sixteen children attending the service being supervised directly by three adults during the inspection.
- (3) The minimum ratio of adults to children was adhered to on the day of the inspection.

## 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:*

*(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.*

### Non-Compliance Information

1. The registered provider did not ensure that a health care plan in writing was available on the day of the inspection in respect of a pre-school child who required the provision of special care and attention.

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

#### Corrective and Preventive Action

1. A written health care plan is now in place.

#### Supporting documentation submitted

1. Document.

### Summary Comment

The written response and documentary evidence submitted by the registered provider has been assessed by the Early Years Inspectorate. Regulatory compliance is met for regulation 15(1)(f).

## 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 entrance to the service was secured and managed by the staff members to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access to the Early Years' service.

The service met the necessary safety requirements in respect of the indoor environment, toys and equipment and safe storage of cleaning agents. The staff members advised the inspector that they immediately cut/chop any food that may pose a choking risk to a child at snack time. Necklaces and chains are removed if a child is observed to be wearing them.

There was documentary evidence available that daily indoor risk assessments were completed daily and reviewed to promptly identify and manage any potential risks in the care rooms. The service had a system in place to manage maintenance issues.

##### Infection Control:

The staff members supervised the children's handwashing and handwashing routines were well established. Staff members were observed washing their hands during the morning.

Thermostatically controlled hot water, liquid hand soap and paper towels were readily available for hygienic hand washing and drying. Foot pedal bins were available in the care room and the sanitary areas for the disposal and containment of tissues and other waste.

Nappy change facilities were provided.

Cleaning schedules were maintained for the room environment which were observed to be maintained in a clean and hygienic condition.

##### Administration of Medication:

Medication was not given at the time of the inspection. The staff members were familiar with the required practices when administering medication in the service. There were no children attending who required medication to be administered while attending the service.

### Safe Sleep:

A comfortable rest area was available in the care room for any child who wished to have a rest or take a break from activities for a while.

### Fire Safety:

The staff members were familiar with the fire evacuation procedures from the service. Fire exits were not obstructed.

### Outing:

The service does not conduct outings.

### Non-Compliance Information

#### General Safety:

1. Garda vetting was available for one staff member. However, the vetting disclosure 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'.
2. The transition of the children from the care room to the outdoor area requires to be risk assessed and additional safety measures put in place to manage risks along the route which include the car park, the entry to a walking track around the football pitch which is accessible to the children on the way to the football pitch and managing the movement of 22 preschool children along the route.

#### Infection Control:

3. Children lunches containing perishable food items were not placed in the fridge on arrival.
4. The nappy change mat was not stored in covered container/ sealed bag when not in use which is not suitable for infection control purposes.
5. There was no step-by-step nappy change procedure available in the service to support staff members practice for infection control purposes.
6. The nappy disposal bin was not a foot pedal operated bin. This practice is not aligned to the requirement of the Early Years Regulatory Notice - Use of nappy disposal bins in Early Years Services.
7. There was a heavy build-up of dust on the ventilation grid in sanitary area on the right-hand side. The sanitary area did not have a window and the build-up of dust on the grid potentially compromised the effective circulation of air in this enclosed space.

### Fire Safety:

8. Monthly fire evacuation drills, which are necessary to ensure that all children and staff can safely evacuate the premises in the event of a fire or other emergency were not completed monthly. The documentary evidence available showed that four fire drills had been completed since September 2024, the most recent was 14 May 2025.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

##### General Safety:

1. Garda vetting disclosure is on file.
2. The risk assessments are now in place and will be reviewed annually or as needs arise. The risk assessment will be shared with our staff at the start of the service year when the service reopens.

##### Infection Control:

3. Children's lunches are now placed in the fridge.
4. The nappy changing mat is now stored in an air tight bag and placed on a shelf out of reach of children. The nappy changing policy has now been updated.
5. The nappy changing policy has been updated and will be reviewed annually and shared with staff.
6. A foot pedal operated nappy disposal bin has been purchased.
7. The ventilation grid has been cleaned. The daily cleaning schedule has been updated, and cleaning of grid has been added. This will be shared with staff.

##### Fire Safety:

8. Monthly fire drills are in place. Fire safety policy updated to show monthly fire drills and will be adhered to by all staff.

#### Supporting documentation submitted

##### General Safety:

1. Garda vetting disclosure.
2. Risk assessment and invoice for purchase of coloured walking ropes.

##### Infection Control:

3. Sign on notice board to place children's lunches in fridge.
4. Picture of nappy change mat in covered bag.
5. Updated nappy change policy.
6. Invoice for purchase of nappy change disposal bin / picture of nappy change disposal bin.
7. Picture of ventilation grid.

### Fire Safety:

8. Fire safety policy and record of fire drill completed 11 June 2025.

### Summary Comment

The written response, photographic and documentary evidence submitted by the registered provider has been assessed by the Early Years Inspectorate. Regulatory compliance is met for regulation 23.

## Part VI - Safety

### Regulation 24 - Checking in and out and record of attendance

- (1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.*
- (2) Where there are more than 15 children attending a pre-school service in a drop-in centre, the registered provider shall ensure that one employee or unpaid worker is assigned responsibility for the checking in and out of children.*
- (3) A registered provider shall ensure that-*
- (a) no person other than-*
    - (i) pre-school child attending the service,*
    - (ii) a person dropping or collecting such a child,*
    - (iii) an employee, or*
    - (iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and*
  - (b) a daily record in writing is kept of the entry on the premises of any such person.*
- (4) A registered provider shall ensure that a record in writing referred to in paragraph (3)(b) is retained for a period of one year from the date to which it relates.*

### Compliance Information

- (1) The registered provider ensured that each child was checked in and out of the service. This was confirmed by the written attendance records maintained in each room.
- (2) Not applicable.
- (3) (a),(b) The registered provider ensured that any person entering the service was approved and a record in writing was maintained. The inspectors' visit to the service was documented in the visitor's log
- (4) The registered provider confirmed that the records were retained in storage for the required period.

## 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) There was a person who was trained in first aid response (FAR) present and were immediately available to the children attending the service.

(2)

(a) The first aid equipment was safely stored, in a conspicuous position in the service.

(b) A suitably equipped first aid box for children was available at all times to the staff members caring for the children attending the service.

## 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 written record was available of fire drills completed in the service. The last recorded fire drill took place on 14 May 2025.

(b) A record was kept of the number, type and maintenance of the firefighting equipment and smoke alarms in the premises. The firefighting equipment was serviced in September 2024, and the smoke alarm were last serviced on 3 September 2024.

(4) A notice of the procedures to be followed in the event of a fire was conspicuously displayed in the service.

## Part VI - Safety

### Regulation 27 – Supervision

*A registered provider shall ensure that pre-school children attending the service are supervised at all times.*

#### Compliance Information

Children were observed being supervised at all times throughout the inspection by the staff caring for them both indoors in their care rooms, in the sanitary areas and in the outdoor play area.

## Part VI - Safety

### Regulation 28 - Insurance

*A registered provider shall ensure that the pre-school service is adequately insured.*

#### Compliance Information

There was evidence of current insurance cover valid until 27 March 2026. The insurance provided cover for 22 children.