

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2023TY004
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<b>Name of Service:</b>	Busy Bees Grange
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<b>Address of Service:</b>	Grange National School, 1 Park, Grange, Clonmel, Co Tipperary
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<b>Eircode:</b>	E91 KT67
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<b>Name of Registered Provider:</b>	Vanessa Moriarty
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<b>Service type:</b>	Sessional
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<b>Date of Inspection:</b>	14/10/2025
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<b>No of pre-school children:</b>	AM	11	PM	N/A
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<b>Address of the Early Years Inspectorate:</b>	Glenmorgan Building, Ferryhouse, Clonmel, Co Tipperary E91RF38
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<b>Inspection undertaken by:</b>	Antoinette McNamara
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<b>Title:</b>	Early Years Inspector
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### 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>	N/A
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### Description of service

Busy Bees Grange is a play based sessional service located in the rural area of Grange, Clonmel. A service is provided for children aged 2 to 6 years, Monday to Friday, 09:30 to 12:30, 38 weeks per year. Located in a room within Grange National School, the service has a dedicated entrance and access to outdoor play spaces onsite. A registered school age service is also provided onsite. The service is one of several early years services operated by the registered provider in the South Tipperary area.

### Staffing

The service currently employs three staff members who work directly with children. The registered provider does not work directly in the service but is available for cover as required. Staff members held qualifications in Early Childhood Education and Care or equivalent at level 6 and above on the National Framework of Qualifications.

### 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 (1)(a)(b)(2)(a)(b)(c)(d)(4) Management and recruitment,

Regulation 11(1)(3) Staffing levels,

Regulation 15 (1) (a-i) (3) Records in relation to a pre-school child,

Regulation 16 (1) (3) (i, j, k) Record in relation to pre-school service,  
Regulation 23 Safeguarding health, safety, and welfare of the child,  
Regulation 25 (1)(2)(a)(b) First aid  
Regulation 26 (1)(a)(b)(4) Fire Safety  
Regulation 28 Insurance.

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) There was a designated person in charge and a named deputy who was able to deputise, as required.

(b) The designated person in charge was present for the inspection and is present daily.

The staff files for three staff and the registered provider were reviewed on the day.

(2)(a) Two written and validated references were available for each staff member working at the service.

(b) Where past employer references were not available, there were references from sources such as previous schools and colleges.

(c) Garda vetting was available on file for each staff member working in the service. Garda vetting had been renewed, in compliance with the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years.

(d) Not applicable. Review of the curriculum vitae indicated that police vetting was not required.

(4) Certificates of qualifications for the staff working with children were available on file demonstrating that they held a qualification at the minimum level 5 and above on the National Framework of Qualifications.

### 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) On the day of inspection there were adequate numbers of staff working directly with the children.
- (3) During the morning session there were 11 children being directly cared for by 3 staff.

### 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.
- (3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-
- (a) a parent or guardian of a pre-school child but only in respect of the record relating to that child,

- (b) an employee who is authorised in that behalf by the registered provider, and*  
*(c) an authorised person.*

## Compliance Information

A sample of 11 completed registration forms were reviewed as part of the inspection process:

- (1) The registration forms contained the required information as detailed under parts (a) to (i) of this regulation.  
(3) The registration forms were available on the premises for inspection by an authorised person

## 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:*

- (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.*

*(3) A record referred to in paragraph (1) shall be open to inspection on the premises, and the documents and records referred to in paragraph (2)(a) shall be open to inspection whether on the premises or elsewhere, by an authorised person.*

## Compliance Information

(1)

(i) A detailed staff roster was available.

(j) Six medication administration records were sampled and were found to meet the necessary requirements.

Written parental consent for staff to administer medication had also been obtained.

(k) A total of 10 accident and incident records were sampled and deemed satisfactory.

(3) The written records were available on the premises for inspection by an authorised person.

## 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 premises was adequately secured to prevent children leaving unsupervised and unauthorised persons gaining access. The entrance door to the service had to be opened by a staff member. The inspector was required to sign in on arrival. The outdoor play areas were secured to prevent children leaving. Cleaning agents and hazardous materials were stored inaccessible to children. Blind cords were secured to the walls. A record of the classroom temperature was recorded daily. On the morning of inspection, the temperature was recorded at 18°C.

##### Infection control:

There was warm running water, liquid soap and paper hand towels available for hand drying throughout the service. There were designated children's toilets available to the children. Gloves and aprons were also available in the sanitary facilities. Designated staff toilets were also provided. Handwashing reminders and steps were present in the sanitary accommodation. Children were supported to wash their hands at appropriate times during the day such as after using the toilet. An adult sink was also present in the classroom. A tissue station was available to the children in the classroom. Hand sanitizer was present in the service. Pedal bins were in operation to avoid cross contamination. Perishable foods were stored in a fridge. The fridge temperature was recorded daily.

##### Administration of medication:

The service had a medication policy.

Medication records were available for the recording of medications administered to a child. Records reviewed indicated that staff were following the policy, records were correctly maintained, dated, signed and witnessed by staff and signed parents.

##### Fire safety:

Fire exits were found to be unobstructed on the day of inspection.

There were fire evacuation procedures displayed in a prominent area within the service.

Firefighting equipment was present in the service.

## 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) All three staff were trained in first aid responder (FAR) available to the children attending the service.

(2)(a) There was a suitably equipped first aid box stored in an easily accessible position.

(b) The first aid box was available to 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 fire fighting 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) There was a written record of the monthly fire drills that took place in the service, most recently on the 10<sup>th</sup> of October 2025.

(b) There was a written record of the number, type and maintenance of the firefighting equipment and smoke alarms in the service. A fire register was maintained for these records and all records associated with fire safety in the service. The firefighting equipment had an annual service on the 29<sup>th</sup> of August 2025. The smoke alarm system was last serviced on the same date.

(4) A notice of the procedures to be followed in the event of a fire was displayed on the wall in each room.

## Part VI - Safety

### Regulation 28 - Insurance

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

#### Compliance Information

An in-date insurance certificate was available for inspection to demonstrate that valid insurance was in place.