

Early Years Inspectorate Regulatory Report School Age Services

TUSLA Identifier:	TU2023WD005SA
Name of School Age Service:	Lyons Den Glor Na Mara
Name of Registered Provider:	Malgorzata Krystyna Zgora
Address of School Age Service:	Convent Hill, Tramore East, Tramore, Co Waterford.
Eircode:	X91 Y924

Dates of Inspection:	02 December 2024			
Number of school age children present during inspection:	AM	N/A	PM	25
Registration status:	Registered			
Conditions (if applicable):	Not Applicable			

Address of the Early Years Inspectorate	Primary Care Centre, Castle Park, Arklow, Co Wicklow
Inspection undertaken by:	L O' Connor & S O'Brien
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:

Lyons Den Glor Na Mara is located in Tramore, Co Waterford. It is registered to cater for up to 72 children aged 4 to 12 years old and operates from 1pm to 6.30pm Monday to Friday during term time. Outside term time, the service operates from 8.30am – 5.30pm. The service operates from the grounds of Glor Na Mara National School.

The children have access to two care rooms on the ground floor of the school building. The service has the use of a kitchen area within the school building.

The children are provided with an outdoor area on the school premises and have use of the hall within the school.

Staffing:

There are eight adults employed within the service, including the registered provider and area manager. The registered provider does not work directly with the children.

On the day of inspection, there were five adults present in the service.

Additional Information:

The inspectors conducted a planned focused inspection of the service.

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, person in charge, and staff

who were present on the day of inspection.

Summary of Findings:

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

- Regulation 8(1): Vetting disclosures;
- Regulation 9(1)(2)(4): Staffing levels;
- Regulation 12: Insurance.

The registered provider was found to be non-compliant in relation to the following:

- Regulation 8: Vetting disclosure (2)

Conclusion and follow up actions:

Through the actions and supporting documentation, the requirement for Regulation 8: Vetting disclosure (2) was met. The actions submitted will be assessed on 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) (a)(b)(c)

Documentation relating to eight staff files was reviewed. The required Garda vetting disclosures were available. Sixteen validated references were available for review. It was demonstrated that 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. Police vetting was required and available for five staff members.

Regulatory Requirement not met

(2)

It was demonstrated that the required documentation was not in place prior to all staff being appointed, assigned or allowed access to or contact with a child attending the school age service. The procedures as required for the consideration of references and police vetting were not carried out prior to staff being appointed, assigned or allowed access to or contact with children.

Corrective & Preventive Action Response submitted by the Registered Provider

Through their CAPA submission, the service stated that the police vetting and references which were not available to view on the day of inspection were subsequently provided to the inspector. The staff files are now complete. The service stated that a robust check of staff files will be in place before staff start onsite.

The service's recruitment policy was submitted which detailed that these procedures will be carried out prior to staff being appointed, assigned or allowed access to or contact with children.

Summary of Findings

The requirements of Regulation 8: Vetting disclosure has been met and will be assessed on the next inspection.

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)(2)(4)

The adult to child ratio was maintained throughout the inspection. On the day, there were four adults present with eighteen school age children in the service. There was an adequate number of adults working with the children. Throughout the inspection, the children were appropriately supervised by the four staff members through sight and sound. During the inspection, there was one additional adult available to the two care rooms to provide support, when required. This staff member discussed the varying times when additional support was required to each of the rooms, this included homework time and when the children would go outside.

The children were observed playing with board games, colouring, plastic construction bricks and dolls. The staff were observed sitting with the children and chatted about their weekend. Each child's opinion was considered when choosing activities and their voice was listened to by each staff member. The service used two rooms for the care of the children which allowed for the staff to develop a relaxed environment for the children. The children in room one were observed making Christmas trees with the support of the two staff members. The children in room two were observed playing guessing games with the support of two staff members.

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Regulation 12: Insurance

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

Regulatory Requirement met

The service was insured for 48 children to attend at any one time. The policy was dated from 28 March 2024 to 27 March 2025.