

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2024DR004				
Name of Service:	Lycée Français International (LFI)				
Address of Service:	Foxrock Ave, Newpark, Foxrock, Co. Dublin				
Eircode:	D18 HP73				
Name of Registered Provider:	Esther Link				
Service type:	Full Day				
Date of Inspection:	18/03/2026				
No of pre-school children:	<table border="1"> <tr> <td>AM</td> <td>30</td> <td>PM</td> <td>24</td> </tr> </table>	AM	30	PM	24
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Address of the Early Years Inspectorate:	Floor 7, Brunel Building, Heuston South Quarter, Kilmainham, Dublin 8				
Inspection undertaken by:	R Phillips				
Title:	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).

Conditions if applicable	N/A
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Description of service

This early years' service is part of a privately operated bilingual school which follows the French educational curriculum. It provides full day care for children aged 3-6 years between the hours of 08:15-18:00, 38 weeks of the year. There are two rooms within the school building for the preschool children. One on the ground floor and one on the first floor. There is an enclosed outdoor play area to the rear of the building for the preschool children, who also have access to a school yard adjacent to the building, and a large indoor hall for activities.

Staffing

There are eighteen adults employed to work directly with the preschool children, including the principal of the junior school who is the designated person in charge and a deputy person in charge who also oversees lunchtime and extracurricular activities within the junior school. The other sixteen adults are teachers, teaching assistants and supervising adults for dinnertime and afternoon activities.

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

The inspection focused on an examination of compliance under regulations

9(1)(2)(3)(4) Management and recruitment

11(1)(2) Staffing levels

15(1)(a) -(i) (3) Record of preschool child

19(1)(a) Health Welfare and Development of Child

23 Safeguarding health, safety and welfare of child

25 First Aid

26 Fire Safety

27 Supervision

A sampling process was used to assess compliance under regulation 15 Record of preschool child.

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, 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*
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.*

(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.*

(3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.

(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) The service had a designated person in charge and named persons to deputise.
- (b) The deputies and registered provider were onsite during the inspection.
- (c) The employees in the service demonstrated an awareness of the lines of authority within the service.
- (2) The inspector reviewed full recruitment records in relation to five staff members. One staff member had commenced working in the service since the last inspection. Three adults were previously working for the school but began working with the preschool children since the last inspection. Regulation 9(2)(c) was reviewed in respect of all adults who work in the service.
- (a) Four staff files inspected had eight references from previous employers.
- (b) One staff file had one reference from a reputable source.
- (c) Garda vetting disclosures were made available for all adults employed. The service demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda Vetting every three years.
- (d) Police vetting certificates were available for two members of staff who had lived in another jurisdiction outside of Ireland for six months or more as adults.
- (4) A record was available evidencing that the adults working directly with the children held at least a major award in Early Childhood Care and Education at level five on the National Qualifications Framework or a qualification deemed by the minister to be equivalent.

Non-Compliance Information

There was evidence that the registered provider did not ensure that all staff were suitable and competent prior to employment as outlined:

- (2)(a)(b) Appropriate consideration had not been given to references. In one adult's recruitment records there was only one reference, from a reputable source.
- (2)(d) There was no record of police vetting for two staff who had lived outside of Ireland for a period of longer than six consecutive months as adults. The international police vetting record was not available and there was no record to show that any attempt had been made to obtain the record.
- (3) The procedures outlined under regulation (2)(a), (b) and (d) above had not been appropriately followed prior to the registered provider allowing the adults have access to children. One certificate of police vetting was dated later than the adult's start date in employment. One reference from a reputable source was dated after the employees start date.

This regulation was non-compliant on inspection on 27 January 2025 and 08 September 2025. The corrective and preventive actions submitted following those inspections have not prevented the reoccurrence of the noncompliance under regulation 9.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

9(2)(a)(b) The service manager wrote in the CAPA response that there are files there for all staff now and the adult requiring a reference will no longer be working with the children.

9(2)(d) The services CAPA submission stated that staff with no Police vetting from a foreign country will not work in Petite Section as long as the documents have not been obtained. One adult who required police vetting will no longer be working with the children.

9(3) Both the school principal and the after-school manager will be careful to obtain the appropriate documents before staff commence employment in the Petite Section.

Supporting documentation submitted

9(2)(d) The required translated Police vetting certificate was submitted for one adult.

Summary Comment

The actions taken and evidence submitted has been reviewed by the Early Years Inspectorate and deemed to address the non compliance.

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.

Compliance Information

(1) An adequate number of adults were working directly with the children at all times during the inspection.

(2) The minimum ratio of adults to children for a full day care service was adhered to during the inspection. On the inspector's initial overview of the service there were five adults caring for the twenty-nine children aged three to five years, and later there were six adults caring for twenty-nine children.

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-

- (c) an authorised person.*

Compliance Information

(1)(a)-(i) A sample of ten children’s records was reviewed and contained the required information to inform their care.

(3)(c) The records were made available to the inspector.

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

(1)(b)

Drinking water was available to the children throughout the inspection. The children were given meals and snacks at regular intervals. The service has a healthy eating policy and provided healthy nutritious food prepared by an external catering company, on the day of inspection. Children also ate snacks brought in from home.

The staff spoke kindly to the children and met their individual needs in a responsive manner.

The staff encouraged the children to be independent in their personal care and to look after their belongings.

The preschool children were provided with an opportunity to sleep in the afternoon.

Staff made them comfortable for sleep, on low beds.

All the transitions witnessed by the inspector were well managed, with the staff letting the children know what to expect. Records were completed by staff to communicate the details of each child's day for parents, on a software application.

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

The inspector found by observation of practice, review of documentation, discussion with staff and inspection of the premises that the registered provider had taken the following steps to safeguard children attending:

General Safety:

The entrance doors to the service were adequately secured to ensure the safety of the children within and to avoid unauthorised persons accessing the service or children exiting unsupervised.

The radiators and warm water were thermostatically controlled to prevent scalds.

The kitchen and all storage facilities were inaccessible to children.

The toys and play equipment observed in use by the children on the day of inspection appeared in good working order.

Cleaning agents were stored safely out of reach of children.

Infection Control:

Liquid soap, warm water and paper towels were available to facilitate hand washing.

Staff were observed to carry out hand washing as appropriate. The children were supported to wash their hands at regular intervals including before eating, after outdoor play, toileting and wiping their noses.

There was provision for the appropriate disposal and storage of waste with pedal operated bins in use throughout the service.

The staff cleaned the tables before and after eating.

The environment and materials were observed to be clean and in good condition.

Administration of Medication:

Medicines were stored out of reach of children.

Medicines were stored in their original packaging as required.

Staff demonstrated an understanding of the appropriate measures to be taken to safeguard children if medicine administration was required.

One child who may require a medication to be administered had a comprehensive care plan stored with the medication, which had the pertinent details and was signed by the child's general practitioner and parents.

No child was observed having medicine on the day of inspection.

Safe Sleep:

Staff remained in the room with the sleeping children on low level beds. Staff were observed to carry out sleep checks at intervals and document same. Observations included the children's breathing pattern, sleep position, colour, staff comments and signatures.

Fire Safety:

Fire exits were signposted and unobstructed throughout the service.

The staff identified the fire assembly point for the inspector.

Outing:

The service had a policy on outings which described measures to ensure the safety and welfare of children when on an outing. Safety measures included the children wearing high visibility vests, bringing a charged mobile phone, care plans and medication for those children who may require it and up to date contact details for parents/ guardians.

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)
Three adults with in-date First Aid Responder (FAR) training certificates were present throughout the inspection. Discussion with the registered provider highlighted that there is always someone with FAR training available to the children in the service. The person in charge of the service also has FAR certification.

(2)
(a) (b) Two fully stocked first aid boxes were safely stored in conspicuous locations in the service. The inspector also observed a first aid pouch for bringing outside and an AED in the reception area.

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.

(2) The record referred to in paragraph (1) shall be open to inspection by-

(c) an authorised person.

(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 detailing fire drills that had taken place in the service. The last fire drill had been recorded as undertaken on 25/01/2026.
- (b) The number, type and maintenance record of firefighting equipment and smoke alarms on the premises was available. The maintenance records for the firefighting equipment and smoke alarms were dated 18 August 2025 and 5 March 2026 respectively.
- (2) (c) The records referred to above were made available for inspection.
- (4) The procedures to be followed during a fire drill and in the event of a fire were displayed in conspicuous locations throughout the school.

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

The children were adequately supervised at all times during the inspection including when eating meals and sleeping. The staff were observed to count the children and call them by name at times of transition from the classroom to and from the outdoor play area, and to the hall for activities.