

# 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:** 08/09/2025

<b>No of pre-school children:</b>	AM	28	PM	28
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**Address of the Early Years Inspectorate:** Level 7, Brunel Building, Heuston South Quarter, Kilmainham, D08X01F.

**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

### Description of service

This service is part of a privately operated bilingual school which follows the French educational curriculum. It provides full day care for 30 children aged 3 to 6 years. It operates between the hours of 08:15-18:00 hrs, 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. The children also use a large hall for activities, and there is an outdoor area adjacent to the school building available to the children.

### Staffing

There are sixteen adults employed to work with the preschool children, comprising of teachers, teaching assistants, a librarian and the people in charge who are the primary principal and extracurricular coordinator during the school day and afternoons.

### 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)(a)(b)(c), (2)(a)(b)(c)(d), (4) Management and recruitment,
- 11 (1)(2)(8) Staffing levels

- 16(1)(a) (h)(i)(j)(k) Records of a preschool service.
- 19(1)(b) Health, welfare and development of child and
- 23 Safeguarding health, safety, and welfare of 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.

### Additional Information

Following inspection on 27 January 2025, a regulatory compliance meeting and CAPA (corrective actions, preventive actions) process, regulations 9(2)(c) 9(2)(d) 9(4) 16(1)(a) and 23 remained non-compliant.

9(2)(c) One garda vetting certificate remained outstanding.

9(2)(d) Three adults required police vetting certificates.

9(4) Two staff did not hold the minimum qualifications required

Regulation 16(1)(a) One CV remained outstanding; one did not contain the required information.

The purpose of this inspection was to review compliance with those regulations.

### 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
- (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.

(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 named person to deputise as required.
  - (b) The person in charge was present when the inspector arrived unannounced for the inspection. The named person in charge remained on the premises throughout the inspection.
  - (c) There was a clear management structure in place. The manager and staff demonstrated an awareness of their roles and lines of authority within the service.
- (2) Following discussion with the person in charge it was confirmed that three new staff commenced employment with the petite section, since the last inspection on 27 January 2025. Documentation was reviewed in respect of these three adults and met regulatory requirements as follows:
- (a)(b) Five references had been sourced from past employers and had a record of verification as required.

2(c) Garda Vetting had been sourced previously for the adults who had been employed in the school but only commenced employment in the petite section since the last inspection. However, in the case of these three new employees and two existing members of staff working with the preschool children, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorates Regulatory notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under regulation 23 of this report. It is acknowledged that in date Garda Vetting disclosures from the National Bureau of An Garda Síochána were available for eleven staff members.

(d) Police vetting certificates were available for twelve staff members who had lived outside the Irish jurisdiction for longer than six consecutive months as an adult, as required.

(4) One staff member has returned to complete a qualification on the DCEDIY Early Years Recognised Qualifications list. A record was available evidencing that all other adults working directly with the children held at least a major award in Early Childhood Care and Education at level 5 on the National Qualifications Framework or equivalent.

### Non-Compliance Information

(2)(a) (b) Appropriate consideration had not been given to references of one adult as outlined:

One adult commenced employment in the petite section had only one verified reference.

This regulation was non-compliant on inspection on 27/01/2025. The corrective and preventive actions submitted following that inspection have not prevented the reoccurrence of the noncompliance under regulation 9 (2)(a) and (b).

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

#### Corrective and Preventive Action

A second reference has been obtained and verified.

The person in charge will look to obtain and verify references prior to commencement of employment in the petit section.

#### Supporting documentation submitted

The reference was submitted.

### Summary Comment

The actions taken and evidence submitted have been deemed to address the noncompliance.

### 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

- 11(1) An adequate number of adults were working directly with the children at all times during the inspection.
- 11(2) The minimum ratio of adults to children for full day care services was adhered to at all times during the inspection. There were 29 three and four year old children being supervised by 5 or 6 adults at all times during the inspection.
- 11 (8) There were at least two 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:*
- (a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;*
- (h) details of attendance by each pre-school child on a daily basis;*
- (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*

### Compliance Information

1(a) A record is maintained in all sixteen staff files of a curriculum vitae with the pertinent information as required.

(1)(h)

Details of the attendance of each child in the service were recorded at the time of entering and leaving the service, on a French application. This is recorded by staff in the care rooms and checked by administrative staff during the day.

(i)

The staff roster was available on the day of inspection and reflected the adults working in the service on that day. It contained details of staff break cover for the petit section, which it evidenced is always covered by the same staff, that care for the children in the afternoons, promoting continuity of care.

(j)

The service has a policy of only administering prescribed emergency medicine or prescribed medicine for a chronic illness. They have forms completed at the school's request via parents by the child's GP in these cases as well as bilingual care plans completed in collaboration with parents, with signed consent for medicine administration. They also have anti pyretic medicine if required in an emergency.

(k)

The service has a policy in place where the teacher brings the child involved in any accident or incident to the person in charge, who contacts the child's parents. The service has minor incident forms which are completed by the staff and signed by parents. They also have accident forms for cases where the child may require medical follow up, filled in by person in charge and signed by parents

## 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

The registered provider ensured suitable care practices are in place in the service.

Staff were familiar with the children and in some cases their siblings. The staff engaged warmly with the preschool children and addressed them by name.

The staff provided comfort to the children when they became upset.

Drinks of water were always available to the children in the classrooms. Meals and snacks were offered at regular intervals.

Staff sat with the children during mealtime and provided support where required. Alternative meals and snacks were available if required.

The staff encouraged independence as children used the toilets and assisted those who required help with handwashing. Supervising them by sight and sound as appropriate.

Each child had a spare set of clothing stored in the sanitary area.

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. When the children became tired in the outdoor area, the staff returned with them to the room where the children were calm and content listening to a story before settling down for their sleep.

### 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 door to the service was adequately secured to ensure the safety of the children within and to avoid unauthorised persons accessing the service or children exiting unsupervised.

All storage facilities were inaccessible to children.

All blind cords were secured.

Thermostatically controlled warm water was available which did not exceed 43°C.

##### Infection Control:

Liquid soap, warm water and re-useable towels were available to facilitate hand washing.

Staff were observed to wash their hands prior to serving the children their meals and after assisting children with their personal cares.

Waste was appropriately managed throughout the service with the use of pedal operated bins in the sanitary areas and the classrooms.

Staff were observed cleaning down the tables before and after mealtime.

Children were observed to wash their hands at appropriate times to prevent the spread of infection or cross contamination, after outdoor play, using the toilet and before eating.

##### Administration of Medication:

Medicines were stored out of reach of children 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.

Care plans for two children who may require medication were reviewed, they were comprehensive and included provisions for emergency procedures.

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

### Safe Sleep:

The room temperature was 20.2°C when the preschool children slept. They were supervised in ratio throughout sleep time, with three staff remaining with 22 children.

### Fire Safety:

Fire exits were unobstructed throughout the service.

Fire evacuation procedures were clearly displayed in corridors and classrooms.

The fire assembly point was identified.

### Outing:

The person in charge said that children were previously brought on outings locally, with support from garda vetted parents. 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 and up to date contact details for parents/ guardians.

## Non-Compliance Information

### General Safety:

1. Garda vetting was available for all staff members. However, five staff members' vetting disclosures were not dated within the previous three years contravening the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

## Action submitted by the Registered Provider

### Corrective & Preventive Action

#### General Safety:

Application for renewal of garda vetting has been carried out in respect of the five adults who required same. The new HR manager and the person in charge of the petit section have reviewed the processes in place and devised a plan to renew garda vetting certification in line with the Early years inspectorate regulatory notice requiring services to renew garda vetting within a three year timeframe.

### Supporting documentation submitted

#### General Safety:

Evidence was submitted of applications for renewal of garda vetting for five staff.

Evidence of plan to renew garda vetting within the required timeframe was submitted.

# Early Years Inspectorate Regulatory Report Pre School

## Summary Comment

The corrective and preventative actions taken by the service have been deemed to meet the regulatory requirement and address the noncompliance.