

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2024WW003
--------------------------	-------------

<b>Name of Service:</b>	Caireen Early Years Ltd
-------------------------	-------------------------

<b>Address of Service:</b>	Archers Wood, Delgany, Co. Wicklow
----------------------------	------------------------------------

<b>Eircode:</b>	A63 K308
-----------------	----------

<b>Name of Registered Provider:</b>	Osmond Kilkenny
-------------------------------------	-----------------

<b>Service type:</b>	Full Day, Part Time, Sessional
----------------------	--------------------------------

<b>Date of Inspection:</b>	17/11/2025
----------------------------	------------

<b>No of pre-school children:</b>	AM	66	PM	61
-----------------------------------	----	----	----	----

<b>Address of the Early Years Inspectorate:</b>	Loughlinstown Health Centre, Loughlinstown Drive, Loughlinstown, Co. Dublin.
<b>Inspection undertaken by:</b>	M Condon and E Mulhern
<b>Title:</b>	Early Years Inspectors

### 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
---------------------------------	-----

### Description of service

Caireen Childcare is a privately operated service which is registered to provide full day care, part-time care and sessional care for a maximum of 114 pre-school children from 0-6 years of age. The hours of operation are between 07.30-18.00 daily. The premises is purpose built as part of a housing complex. The service is located in a two-storey standalone building and comprises of seven care rooms, three sleep rooms, and sanitary accommodation for both children and adults. There is also a kitchen, staff room, storage areas, an office, and an entrance hallway. An outdoor play area for the service is sited at the back of the premises and car parking is provided at the front of the building.

On the day of inspection, the seven rooms were open and used for the care of pre-school children.

### Staffing

On the day of inspection there were twenty staff members employed to give direct care to the children in the care rooms. The person in charge and the deputy person-in-charge were present and available to provide support in the rooms if needed. In addition, a full-time chef was employed.

### 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.

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 inspectors wish 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.*

*(7) A registered provider shall ensure that all employees, unpaid workers and contractors are appropriately supervised and provided with appropriate information, and where necessary training, including in relation to the following:*

*(a) the policies, procedures and statements of the service specified in Schedule 5;*

### Compliance Information

- (1)
- (a) The service has a designated person in charge and a named person who is able to deputise as required.
- (b) The designated person in charge was on the premises at the time of the arrival of the Inspectors and remained on the premises for the duration of the inspection.
- (2)
- A total of eight adults were employed since the last inspection, seven of whom worked directly with the children
- (a)&(b) There were sixteen written references for the eight new staff members. Fifteen of these references were validated.
- (c) Documentary evidence of processed Garda Vetting Disclosures was available for eight new staff members. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
- (d) Police vetting was available for seven new staff members who had lived in another state for a period longer than six consecutive months as an adult.
- (4)
- Documentary evidence was available to confirm that the seven new staff members who worked directly with children had 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.

(7)(a)

It is acknowledged that information regarding the policies and procedures of the service were emailed to each employee prior to starting employment. A written record of individual induction training of each employee was available. A record was available of staff meetings with agenda items set out.

## Non-Compliance Information

(2)(a)(b)

One written reference for one adult was not validated.

(d)

A Police vetting document for one adult could not be interpreted as it was not translated.

(7)(a)

It was not evident that staff supervision meetings were carried out as no records of these were available. This is not in line with the policy which states that: "Staff appraisals will be carried out for each staff member within the first six months and annually thereafter. The supervision session will be recorded by the supervisor and a record kept in the staff member's file".

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

(2)(a)(b) We have validated this reference. Going forward we will ensure that all references are checked before the staff member starts employment.

(2)(d) We have got the Police vetting translated professionally. Going forward we will ensure that Police vetting is translated straight away.

(7)(a)

We are in the process of doing staff appraisals which will be completed by the second week in January 2026.

## Summary Comment

The registered provider has addressed the non-compliances as identified on inspection in relation to 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.*

*(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, provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.*

#### Compliance Information

- (1)  
Throughout the inspection there was an adequate number of adults working directly with the pre-school children. There were 66 children attending the service being supervised by 20 adults on the day of inspection.
- (2)  
The adult/child ratios were maintained throughout the inspection.
- (8)(a)  
There were more than two adults in the premises throughout the inspection and the staff roster confirmed that there are at least two adults present 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:*

- (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) The registered provider ensured that a record in writing was kept of the information listed above (1)(h) - (k) in relation to the service.

(3) A record listed above (1)(h) - (k) were available for inspection.

### 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-*

- (a) each child's learning, development and well-being is facilitated within the daily life of the pre-school service through the provision of the appropriate activities, interaction, materials and equipment, having regard to the age and stage of development of the child, and*
- (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.*

*(3) A registered provider shall ensure that no practices that are disrespectful, degrading, exploitive, intimidating, emotionally or physically harmful or neglectful are carried out in respect of a pre-school child whilst attending the service.*

#### Compliance Information

(1)(a)(b)

The inspectors observed that staff were attentive to the personal care of the children. The children's nappies were changed routinely and if needed in between. Bibs were provided when eating to protect their clothes from becoming soiled or wet. Their noses, hands and faces were cleaned when needed. Staff used opportunities when assisting with personal care for warm individual engagement with the children.

Healthy nutritious lunch and snacks in line with the healthy eating policy of the service were enjoyed by the children on the day of inspection. Staff sat with the children when eating. They provided them with help when needed whilst supporting their independence. Drinks of water were offered regularly.

A rest area with soft furnishings was available to the children in the care rooms so that a child could take a rest or a break from activities. Three sleep rooms with cots were provided for the children aged under 2 years. The children attending the Baby room were placed to sleep according to their individual routine or when they displayed signs of tiredness. Staff provided children with reassurance as they were settling to sleep, talking to them gently and sitting next to them. The children who had soothers were offered these.

Sleep beds with individual bed linen were provided to older children who needed to sleep.

Staff demonstrated warmth and affection in their interactions with the children. They addressed them by name, used gentle tones and interacted with them in a positive manner. The staff comforted the children when they became upset - holding them and talking to them in soft tones. Minor incidences between children were handled well by staff using distraction and re-direction to resolve any issues.

The care rooms were maintained at a comfortable temperature. The play resources available to the children were age appropriate in each room, accessible, organised and stored on low level shelving which allowed the children to select and replace items and materials of interest.

Children from all rooms were observed using the outdoor areas during the inspection.

(3)

At all times during the inspection staff were observed treating the children with kindness and respect. The service had a Behaviour Management policy which outlined practices which are prohibited, and staff members demonstrated an awareness of these. The policy outlined positive measures for managing challenging behaviour according to the child's age and stage of development. Staff demonstrated an understanding of the actions outlined including engaging with the child's parent/guardian when required.

## 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 external doors were appropriately secured to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access to the pre-school.
- The kitchen was inaccessible to children.
- The designated emergency exit doors were clear and unobstructed. The procedure for evacuation was on display in each room.
- All cleaning agents were kept out of reach of children.

##### Infection Control:

- Children were encouraged to wash their hands regularly including before lunch, after using the toilet and after outdoor play. Effective hand hygiene practices were observed in accordance with the services infection control policies and procedures.
- Each child's soother was stored in individual containers and were sterilised daily.
- Cleaning schedules were maintained in each care room and the environment was clean.
- A system was in place to clean cots between use when the cots were shared between two children.

##### Administration of Medication:

- Medication records were reviewed. The administration of medication procedure was followed by staff and related documents were signed and dated.
- Written parental consent was available should temperature reducing medication be required to be administered to a child.

##### Safe Sleep:

- On the day of inspection, a sleep log was maintained every 10 minutes by staff detailing the physical checks carried out on sleeping children under 2 years of age.
- The temperature of the sleep room and the care rooms where children slept was in the acceptable range.

### Non-Compliance Information

#### General Safety:

1. In the rest area in Seomra Liath the protective padding on the edge of the low windowsill had become loose and partly torn off. This posed a risk of an injury to a small child.

#### Administration of Medication:

2. Emergency medication for one child in Seomra Liath was not stored in an easily accessible and visible location. There was no signage signifying the location of the medication and clothing was stored on top of the storage box so that it could not be seen. In the event of an emergency this could delay the administration of this medication to the child.
3. In Seomra Donn there was no care plan for a child who required an inhaler. In addition, this inhaler was not stored in its original packaging. This posed a risk to the child should the inhaler be required.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

#### General Safety:

1. The protective padding has been fixed in Room Liath. This will be reviewed when the health and safety officer is doing her checks.

#### Administration of Medication:

2. The emergency medication is clearly marked. It is now stored in an easily accessible and visible location within the room. Daily checks will be carried out to ensure that the emergency medication is stored correctly.
3. The care plan has been completed in Seomra Donn. Care plans will be reviewed on a regular basis to ensure that they are complete.

#### Supporting documentation submitted

#### General Safety:

1. Photographic evidence of the padding on the windowsill.

#### Administration of Medication:

2. Photographic evidence of the storage area for the emergency medication with signage indicating its location.
3. A copy of the care plan for a child.

### Summary Comment

The registered provider has addressed the non-compliances as identified on inspection in relation to Regulation 23.

### 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)

Two adults trained in First Aid Response were present and immediately available to the pre-school children.

(2)

(a) The first aid box for children was safely stored in an accessible and conspicuous position in the pre-school room.

(b) At all times the first aid box was available to the children attending the pre-school service.

### 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.*

*(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.*

## Compliance Information

- (1) The registered provider ensured that a record was kept of all children entering and leaving the service on a daily basis.
- (3)(a)(b) A visitors' book was used to record all persons, other than those listed above, who enter the premises.

## 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 present were supervised when indoors and outdoors at all times during the day.

## Part VIII - Notifications and Complaints

### Regulation 32 – Complaints

- (1) *A registered provider shall ensure that the complaints policy of the service specifies-*
- (a) the procedure to be followed by a person for the purposes of making a complaint in relation to the service,*
  - (b) the manner in which such a complaint shall be dealt with, and*
  - (c) the procedures for keeping a person who makes such a complaint informed of the manner in which it is being dealt with.*

## Compliance Information

- (1) The complaints policy of the service includes the information pertaining to (a), (b) and (c) above.