

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2024WW004		
Name of Service:	Coolboy Preschool		
Address of Service:	Cornfield, Coolboy, Tinahely, Co. Wicklow		
Eircode:	Y14 N840		
Name of Registered Provider:	Sara Swords		
Service type:	Sessional		
Date(s) of Inspection:	04/12/2025		
No of pre-school children:	AM	16	PM N/A
Address of the Early Years Inspectorate:	Loughlinstown Health Centre, Loughlinstown Drive, Loughlinstown, Co. Dublin.		
Inspection undertaken by:	Mona Condon		
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

Coolboy pre-school is a privately operated service which is registered to provide sessional care for pre-school children from two years to-six years of age. The hours of operation are between 09:00- 12:00 daily and the service can accommodate a maximum of 22 children. The premises is located in an adapted garage on the grounds of the registered provider's home. Outdoor play area for the service is sited at the side and back of the premises and car parking is provided at the front of the building.

Staffing

There are two adults employed, one of whom is the registered provider.

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 inspector wishes to acknowledge the cooperation of the registered provider, staff member and children who were present on the day of the inspection.

Part III – Management and Staff

Regulation 9 – Management and recruitment

(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) 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 Inspector and remained on the premises for the duration of the inspection.
- (2)
- Two adults were present on the day of inspection.
- (a)(b) There were four written and validated references for the two adults.
- (c) Documentary evidence of processed Garda Vetting Disclosures was available for two 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 one staff adult 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 two adults working directly with children had at least a major award in Early Childhood Care and Education at Level 5 on the National Qualifications Framework.

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 was an adequate number of adults working directly with the pre-school children.
- (2) The adult/child ratios were maintained throughout the inspection. There were two adults providing direct care to sixteen pre-school 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) The written records regarding the twelve pre-school children were reviewed. 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 of details listed above under (1)(h) - (i) were available for inspection.

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.

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 designated emergency exit doors were clear and unobstructed.
- Documentary evidence was available that fire drills were being carried out on a monthly basis as per best practice guidelines.
- The cleaning agents were stored on high shelving and were inaccessible to the pre-school children.

Infection Control:

- Children were encouraged to wash their hands regularly including before lunch and after using the toilet. Effective hand hygiene practices were observed and were in accordance with the services infection control policies and procedures. Pedal operated bins were available in the sanitary area and in the care room.
- The premises play equipment, and materials were in a clean and hygienic condition.

Administration of Medication:

- Medication was not given at the time of the inspection. Written parental consent was available should medication be required to be administered to a child. Medication was stored safely. Staff were aware of the procedure to be undertaken should medication be required.

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) One staff member, who was trained in first aid response (FAR), was available to the children on the day of inspection.

(2)

(a) The first aid box for children was safely stored in an accessible position.

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

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 VI - Safety

Regulation 28 - Insurance

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

Compliance Information

The insurance certificate was available and covers 22 children. It has an expiry date of 27 March 2026.