

# Early Years Inspectorate Regulatory Report

## Pre School

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| <b>TUSLA Identifier:</b> | TU2025OY003 |
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| <b>Name of Service:</b> | Kilcormac Community Childcare |
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| <b>Address of Service:</b> | St Joseph's Community Centre, Kilcormac, Co. Offaly |
|----------------------------|-----------------------------------------------------|

|                 |          |
|-----------------|----------|
| <b>Eircode:</b> | R42 X894 |
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|                                     |                  |
|-------------------------------------|------------------|
| <b>Name of Registered Provider:</b> | Deirdre Staunton |
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|                      |          |
|----------------------|----------|
| <b>Service type:</b> | Full Day |
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| <b>Date of Inspection:</b> | 05/05/2026 |
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|-----------------------------------|----|----|----|----|
| <b>No of pre-school children:</b> | AM | 10 | PM | 10 |
|-----------------------------------|----|----|----|----|

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|-------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| <b>Address of the Early Years Inspectorate:</b> | Early Years Inspectorate, SAP Office, St Loman's Campus,<br>Springfield,<br>Mullingar,<br>Co Westmeath, N91 N4XC. |
| <b>Inspection undertaken by:</b>                | T. Duignan                                                                                                        |
| <b>Title:</b>                                   | 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).

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### Description of service

Kilcormac Community Childcare provides full day care for children aged 1 - 6 years of age in the village of Kilcormac, County Offaly. It operates Monday to Friday from 8:00am – 18:00 hours. The service is located in a single storey community premises. There are two care rooms, a sleep room, a kitchen and sanitary accommodation provided however only one of the two care rooms was operational. A covered outdoor play area is attached to the rear of the premises. Onsite parking and set down facilities are available.

### Staffing

The registered provider or manager do not work directly in the service. The manager is based in the sister service in Kilcormac and was present on the day of the inspection.

There are eight adults employed in the service. Four adults were present and working directly with the children in the service on the day of the inspection. Three adults have completed a major award in Early Childhood Care and Education as per the National Framework of Qualifications.

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

The inspection focused on an examination of compliance under.

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- Regulation 9 (1)(a)(b), (2)(a)(b)(c)(d), (4) - Management and recruitment.
- Regulation 11(1), (2), (8)(a) – Staffing Levels.
- Regulation 23 – Safeguarding health, safety and welfare of child.
- Regulation 24 - Checking in and out and record of attendance.
- Regulation 25 (1), (2)(a)(b) – First aid.
- Regulation 26 – Fire Safety.
- Regulation 27 – Supervision.
- Regulation 28 – Insurance.

however, on inspection additional non-compliances were identified under:

- Regulation 19(1)(a) – Health, Welfare and Development 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.

### 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

*(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

Following a review of previous inspection information, information available on inspection and discussion with the registered provider it was determined that two adults had been employed since the previous inspection.

Two staff records were reviewed.

(2)

(a)(b) Two written and verified past employer references or references from a reputable source other than a past employer, were available in respect of two adults employed whose staff files were reviewed.

(c) Garda Vetting disclosures were available for all adults working in the service. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Not applicable, as no adult had resided outside the state for a period of longer than 6 consecutive months whose records were reviewed.

(4) Two adults employed to work directly with children attending the service and held at least a major award in Early Childhood Care and Education at Level 5 or higher or a recognised equivalent qualification on the National Framework of Qualifications.

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### 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

- (1) There were ten children attending the service being supervised directly by four adults.
- (2) The minimum ratio of adults to children was adhered to during the day.
- (8)(a) There were at least two adults on the premises at all times for the duration of the Inspection. This was confirmed following review of the staff roster for the service.

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### 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

#### Non-Compliance Information

##### (1)(a) Physical and material environment:

1. The physical and material environment in Green room was not constructively planned, considered or presented from a child's perspective. The indoor environment did not have interesting play and learning spaces which provided developmentally appropriate, challenging, diverse, creative and enriching experiences that facilitated child led play. It is acknowledged that there was materials and resources present however they were on shelving out of reach of children or in protective covers / boxes.

It was observed that activities were adult led rather than enabling the children to be independent to make choices and decisions about their play. There was an absence of defined interest areas in the room. There was a play kitchen, a plastic garage and farm carcass which did not have any associative toys available. This limited the play value of these toys, and the children were not observed to play with them. There was no dress up clothes, no sensorial materials such as sand, water, shredded paper, open ended, art and craft materials, puzzles available to the children.

While it is acknowledged that there were plenty of age appropriate books, they were not available to the children.

2. The covered outdoor area used by the children from the Green room required to be presented in a more planned way to support the children's play, movement, and exploration.

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

(1)(a)

##### Corrective and Preventive Action

1. The layout of the room has been changed to include diverse creative and developmentally appropriate experiences with an emphasis on child led play. Resources accessible for the children have been increased. Equipment has been ordered and a tuff tray has been introduced to the room on a permanent basis which changes each day, included animals/ shredded paper, sand, water/ice, play dough, bubbles/ pasta play and cornflour. We received confirmation that we had been allocated support from an external quality development service on 15 June 2026. We hope to learn and maintain a child centred physical environment with their

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guidance and support. During fortnightly planning meetings, we will be looking at what we can change or add to the weekly room lay out to enhance, observing the children's experiences, what has been working well and identifying interests that we can build on in the areas of the room. We will also take photographs of the room layout for future reference.

2. We have added in more outdoor equipment in the morning, and afternoon set ups of the garden area. We have introduced a sand tray to the middle of garden, removed the two pieces of equipment that were never used. Chalk is available for chalk boards; balance stones have been introduced; we moved the position of the slide to allow space for ride on toys as well as smaller cars/trucks. A water tray has also been ordered for the outdoor area. We received confirmation that we had been allocated support from an external quality development service on 15 June 2026. We hope to learn to continuously create an inviting outdoor area for the children with their guidance and support. During fortnightly planning meetings we will discuss the outdoor environment, consider if the children are getting bored of any of the equipment, what can we add, theme, change up the layout or introduce. Keeping these planning notes and taking photos of the area will help us look back at layouts and what has and hasn't worked previously.

### **Supporting documentation submitted**

- 1 & 2. Ten photographs of indoor and outdoor environments.

### **Summary Comment**

The written response submitted by the manager on behalf of the registered provider and the photographic evidence submitted have been assessed by the Early Years Inspectorate. Regulatory compliance is met for regulation 19(1)(a). This area of practice will be reviewed at the next inspection.

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### 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 entrance door to the service was secured and managed by the staff to ensure the safety of the children within the service.

There was documentary evidence available that daily indoor and outdoor risk assessments were completed daily to ensure a safe play and work environment for the children and staff. The service had a system in place to manage maintenance issues. The service met the necessary safety requirements in respect of the indoor environment, toys and equipment and safe storage of cleaning agents.

The staff members were aware of the potential choking risks that full grapes posed. They also advised the inspector they would remove any beaded necklace if observed that a child may be wearing them.

##### Infection Control:

Thermostatically controlled hot water, liquid hand soap and paper towels were readily available for hygienic hand washing and drying. The staff members were familiar with the importance of handwashing practice as a means to control the spread of infection in the service. They supervised children's handwashing and handwashing routines were well established.

Foot pedal operated bins were provided for the disposal and containment of used tissues. Written cleaning schedules were maintained for the room environments which were observed to be maintained in a clean and hygienic condition.

##### Administration of Medication:

Medication was not given at the time of the inspection. The staff members were familiar with the required practice when administering medication in the service including recording of same. Medicine was safely stored.

##### Safe Sleep:

There was one sleep room with ten cots available for children less than 2 years of age; ten low level sleep beds were available for all children aged over 2 years requiring sleep. The staff members were familiar with current safe sleep guidance and the required care of sleeping children including sleep room environmental temperatures and the 10-minute sleep check observations for all sleeping children which was recorded in the sleep log.

##### Fire Safety:

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Monthly fire drills had been carried out, and staff members were familiar with fire safety evacuation procedures from the service. The fire exits were not obstructed. Fire assembly signage was observed at the front of the service.

### Outing:

The manager stated that service does not conduct outings.

### Non-Compliance Information

#### General Safety:

1. There were no visibility strips on the low glass panels on either side of the doors to the outdoor area. This created a risk of injury to a preschool child if they failed to recognise the glass while moving.
2. There was no protective covering on the metal supporting poles on the work surface unit in the Green room to prevent an injury to a child if they ran into them.

#### Infection Control:

3. Nappy changes were observed on the day of inspection and were not adequate for infection control purposes. The nappy change practices require to be reviewed as the gloves and apron used not removed following the disposal of the soiled nappy and wipes and prior to handling the clean nappy. It was observed that the children's hands not washed after the nappy was changed, the child dressed and prior to returning to the care room.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

#### General Safety:

1. Visibility circles were added to the windows. Staff will check the window stickers weekly in case they need to be replaced. Extra stickers have been purchased for replacement.
2. Protective foam covering have been wrapped around metal legs and secured to prevent injury to a child. Staff to check the foam covering on the metal legs each day in case they become lose or damaged. Extra has been purchased in case this is to happen.

#### Infection Control:

3. A new nappy changing policy was written. All staff read and signed to say that they fully understood the policy  
Infection control notice put in nappy changing area.  
Training given on correct procedure to change nappies, using a doll as demonstration, each staff member demonstrated the step by step procedure.  
The step by step nappy changing procedure is displayed at adult height in the nappy changing area. Training morning to demonstrate correct procedure. A new nappy bin was purchased. Spot checks will be completed to observe that staff are changing nappies in line with the nappy changing procedure.

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### Supporting documentation submitted

#### **General Safety:**

1. Two photographs.
2. Two photographs.

#### **Infection Control:**

3. Nappy change policy; Step by step nappy change procedure displayed in nappy change area; photograph of foot pedal operated nappy bin.

### **Summary Comment**

The written response submitted by the manager on behalf of the registered provider, the photographic and documentary evidence submitted have been assessed by the Early Years Inspectorate. Regulatory compliance is met for regulation 23. This area of practice will be reviewed at the next inspection.

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### 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.
- (2) Where there are more than 15 children attending a pre-school service in a drop-in centre, the registered provider shall ensure that one employee or unpaid worker is assigned responsibility for the checking in and out of children.
- (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.
- (4) A registered provider shall ensure that a record in writing referred to in paragraph (3)(b) is retained for a period of one year from the date to which it relates.

#### Compliance Information

- (1) The manager ensured that each child was checked in and out of the service. This was confirmed by the written attendance records maintained in each care room.
- (2) Not applicable.
- (3) (a), (b) The manager ensured that any person entering the service was approved and a record in writing was maintained. The inspector's visit to the service was documented in the visitor's book on arrival.
- (4) The manager confirmed that the records were retained in storage for the required period.

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### 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 present was trained in first aid response (FAR) and was immediately available to the children attending the service.
- (2)
- (a) The first aid equipment was safely stored, in a conspicuous position in the care room.
  - (b) A suitably equipped first aid box for children was available at all times to the adults caring for the children attending the service.

### 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 firefighting equipment and smoke alarms in the premises.*
- (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 of fire drills completed in the service. The last recorded fire drill took place on 16 April 2026.
  - (b) A record was kept of the number, type and maintenance of the firefighting equipment and smoke alarms in the premises. The firefighting equipment and the smoke alarm were last serviced on 24 March 2026
- (4) Notice of the procedures to be followed in the event of a fire were conspicuously displayed in the service.

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### 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

Children were observed being supervised at all times in the Green room throughout the inspection by the staff caring for them, in the in the sanitary areas, in the sleep room, during the various transitions throughout the day and in the outdoor area.

### Part VI - Safety

#### Regulation 28 - Insurance

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

#### Compliance Information

There was evidence of current insurance cover for the twenty four children attending the service. The expiry date was noted to be 27 March 2027.