

# Early Years Inspectorate Regulatory Report

## Pre School

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| <b>TUSLA Identifier:</b> | TU2015SO054 |
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| <b>Name of Service:</b> | Skreen/Dromard Community Preschool |
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| <b>Address of Service:</b> | Carnaboll, Dromard, Co. Sligo |
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| <b>Eircode:</b> | F91 EY01 |
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| <b>Name of Registered Provider:</b> | Tara Kelly |
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| <b>Service type:</b> | Sessional |
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| <b>Date of Inspection:</b> | 18/06/2026 |
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|-----------------------------------|----|----|----|-----|
| <b>No of pre-school children:</b> | AM | 16 | PM | NA. |
|-----------------------------------|----|----|----|-----|

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|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>Address of the Early Years Inspectorate:</b> | Early Years Inspectorate,<br>TUSLA Child & Family Agency,<br>Markievicz House,<br>Barrack St,<br>Sligo,<br>F91 XC84 |
| <b>Inspection undertaken by:</b>                | S Killeen                                                                                                           |
| <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

The service is a community based sessional service is located in a rural setting in west Co. Sligo. The service is registered to provide services for children aged between three and six years of age. The service is open from Monday to Friday and provides a morning session between 09:30 and 12:30 hours. The premises is located on the first floor of a community centre and there is one large playroom and sanitary accommodation. The service has access to an outdoor space off the premises on a daily basis. This outdoor area is a community sports facility, and the service use a designated area of a running track.

### Staffing

There are five adults employed in the service, four of these adults work directly with the pre-school children. The registered provider is not involved in the day to day running of the service.

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

A sampling process was used to assess compliance under regulation 24 Checking in and out and attendance records.

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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
  - (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) The registered provider ensured that.
- (a) There was a designated person in charge and a named adult to deputise in their absence.
  - (b) The designated person in charge was available on the premises for the duration of the inspection. On a review of staff attendance records the person in charge or deputy person in charge was always present in the service.

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(c) There was a clear management structure in the service. A governance chart displayed the lines of accountability in the service. On discussion with staff members, they were aware of their roles and responsibilities.

(2)

Following a review of previous inspection information, information available on inspection and discussion with the person in charge it was determined that two adults had been employed since the previous inspection on the 22 May 2024. One adult works directly with the pre-school children and the second is the register provider. A total of two files were reviewed. In addition, Garda vetting for three staff members whose disclosures were identified as due for renewal were requested for review.

(a) Two written validated references from reputable sources for one of the adults.

(b) Two written validated reference from a repatriable source was on file for one of the adults.

© Garda vetting disclosures had been obtained for five adults. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Police vetting from the police authorities in another state was not required as none of the adults had lived outside the state for a period of six consecutive months or more.

(3)

The vetting procedures required were all completed prior to an adult having access to a preschool child.

(4)

Evidence of completion of a major award in Early Childhood Care and Education at level 5 or above on the National Framework of Qualifications or a qualification deemed by the Minister to be equivalent was on file for one staff member whose file was reviewed on the day of inspection.

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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.*
- (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) There were an adequate number of adults working directly with children attending the preschool service.  
There were three adults working directly with 16 children on the morning of the unannounced inspection.
- (3) The minimum ratio of adults to children ratio were provided on the day of the inspection in accordance with the required ratio considering the ages of the children and the length of time each child spent in the service.

### 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;*

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- (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-  
an authorised person.*
- (4) *A registered provider shall ensure that a record in writing referred to in paragraph (1) is retained for a period  
of 2 years from the date on which the child to whom it relates ceases to attend the service.*

### Compliance Information

#### (1) (a-i)

Six records of the preschool children attending the service were reviewed. The required information including authorisation to collect the child, details of illness or special needs of the child, emergency contact and details of the child's general practitioner, were fully completed for each child.

(3) (c) The records in writing were available for inspection by the early year's inspector.

(4) The person in charge confirmed that the records are retained for the required period as set out in the regulations.

## 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:

- On arrival to the service the external doors were secure to prevent an unauthorised person entering the service and children from exiting the service unnoticed.
- Internal doors were secured to prevent children accessing unsafe areas and store cupboards containing hazardous objects and materials were secured and out of children's reach.
- Cleaning products used in the service were securely stored so as to be inaccessible to the pre-school children.
- Risk assessments on indoor and outdoor play areas were completed daily and noted to be maintained up to date. There was no evidence of hazards in the indoor or outdoor areas, toys and play equipment appeared in good repair and all electrical flexes and cables were in good condition and out of children's reach.

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- Materials were observed to be in a good state of repair.
- Warm running water was available for hand washing at a temperature below 43°C.
- The outdoor area was secured with tall wooden fencing and a bolted gate to prevent children from exiting unsupervised.
- The staircase was fitted with a low-level handrail for children's use.

### Infection Control:

- The pre-school room and adjoining sanitary facility were in a clean and hygienic condition. Up to date cleaning schedules outlining appropriate cleaning methods and the various areas to be cleaned within the playrooms and sanitary accommodation were available.
- Staff members were observed cleaning play areas and frequently touched surfaces after children's use and prior to snack time.
- Up to date cleaning schedules were available in the pre-school room and sanitary area.
- Soap was readily available to children to wash their hands prior to eating, and after toileting. Child friendly handwashing posters were placed beside the sinks.
- Handwashing was supervised by the adults to ensure all hands were cleaned effectively.
- The care room and sanitary accommodation was adequately ventilated by way of openable windows.
- Foot operated pedal bins were available within the service for safe disposal of waste.

### Administration of Medication:

- No medication was administered on the day. On interview staff were knowledgeable about the medication policy and requirements for administration.

### Safe Sleep:

- Appropriate rest areas were available to the children should they want to rest during their session, including a dedicated cool-down space equipped with soft couches, floor matting, and sensory toys. A second designated area featured child-sized soft couches alongside additional soft matting on the ground. The children were observed utilizing both spaces effectively throughout the course of the inspection

### Fire Safety:

- Fire doors were observed to be unobstructed throughout the service.
- Fire evacuation procedures were clearly displayed in the care room.
- Fire extinguishers were on the premises and easily accessible

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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.*
- (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 service demonstrated that all children are checked in on arrival and checked out on departure. A record of these times is maintained in the service.
- (3) (a) (b)
- On the day of the inspection, the person in charge authorised entry of the inspector and recorded this visit in the visitors' book. The person in charge confirmed that all visitors and contractors to the premises must be approved by the person in charge.
- (4) The person in charge was aware of their obligation to ensure the information outlined in paragraph (3) (b) was required to be retained for a period of one year.

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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) The registered provider demonstrated that there was one adult available to children trained in first aid for children at all times as required.
- (2) (a) (b)
- The service has a fully stocked first aid box and materials stored in a central location accessible to the preschool children as required.

### 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

Adequate supervision by sight and sound was maintained throughout the inspection. The staff members were effectively positioned across indoor and outdoor environments to ensure children remained within view, with increased vigilance noted during higher-risk activities such as outdoor play. Active oversight was observed during lunch and transitions, with the environment arranged to minimize blind spots. During toileting, supervision was maintained through verbal check-ins and assistance given if needed.

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### Part VI - Safety

#### Regulation 28 - Insurance

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

#### Compliance Information

The registered provider ensured adequate insurance was in place for the full day care service for 22 children up until 27 March 2027.