

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015WD090
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Name of Service:	Tina's Playschool (Kinder Care)
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Address of Service:	Friars Walk, Abbeyside, Dungarvan, Co. Waterford
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Eircode:	X35 TY75
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Name of Registered Provider:	Catriona Shanley
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Service type:	Part Time, Sessional
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Date of Inspection:	24/04/2026
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No of pre-school children:	AM	40	PM	Not applicable
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Address of the Early Years Inspectorate:	Community Care Offices, Cork Road, Waterford City
Inspection undertaken by:	A. Bradshaw
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).

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Description of service

Tina's Playschool (Kinder Care) is based on the grounds of a local national school in Dungarvan, Co Waterford. The premises is purposely built with two care rooms, a kitchen, sanitary area and an office space.

The service is registered to care for up to 44 children aged 2 to 4 years, on a part time basis and operates between 08:15 and 17:00 for 38 weeks of the year.

The outdoor area is to the side and back of the premises.

The service offers care to school aged children.

Staffing

The registered provider employs nine staff and is included in the roster to work directly with the children. A student from the local secondary school was on the premises on work experience on the day of the inspection.

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.

Regulation 9 – Management and Recruitment;

Regulation 11 – Staffing Levels;

Regulation 15 – Record of a Pre-School Child;

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Regulation 16 – Record in Relation to Pre-School Service;

Regulation 20 – Facilities for Rest and Play;

Regulation 22 – Food and Drink;

Regulation 25 – First Aid.

A sampling process was used to assess compliance under Regulation 15 – Record of a Pre-School Child and Regulation 16 – Record in Relation to a Pre-School Service.

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, person in charge, staff and children who were present on the day of the inspection.

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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)(b)(c)

The registered provider was on the premises during the inspection. Through discussion with the staff, it was determined that the registered provider or the person in charge is always on the premises during the hours of operation. The name of the registered provider and the person in charge was displayed on the parents notice board in the hallway of the service.

(2)

Nine staff files and one student's file were reviewed on the day.

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(c) Garda vetting was available for staff. The service demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every 3 years and current Garda vetting was available for all five staff.

(d) On a review of documents available on the day and with discussion with staff, police vetting disclosures were not required as no staff had lived outside of the state for a period of longer than six months as an adult.

Non-Compliance Information

(2)

(a)(b) Written validated references for three staff were not available on file.

(4)

While it is acknowledged that eight staff members' qualifications were available for review by the inspector, evidence was not available to demonstrate that one staff member's qualification was equivalent to at least a major award in Early Childhood Care and Education at Level 5 on the National Qualifications Framework.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(2)(a)(b) The registered provider stated that all references have been validated and a new system to document the verification of references has been developed.

(4) The registered provider stated that the staff's qualification has been highlighted on the Department of Children Disability and Equality (DCDE) Early Years Recognised Qualifications Verification list and a copy of this added to the file.

An updated staff file checklist has been developed to prevent non-compliance from re-occurring.

Supporting documentation submitted

A copy of the validated references.

A copy of the amended staff check list.

A copy list of the highlighted verified qualification from the DCDE list of recognised qualifications.

Summary Comment

The action submitted by the registered provider has addressed the non-compliance identified on 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.

(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.

Compliance Information

(1)(2) The adult/child ratio was maintained during the inspection. There were 6 staff caring for 40 children. The registered provider was available for support if required. On review of the staff and children's attendance records, it was evident that the minimum ratio of adults to children was maintained over the previous 4 weeks.

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.*

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Compliance Information

The registration forms for 12 children were reviewed, and all the required information was included in these forms.

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;*
- (b) details of the class of service and the age profile of children for which the service is registered to provide services;*
- (c) details of the adult:child ratios in the service;*
- (d) the type of care or programme provided in the service;*
- (e) the facilities available;*
- (f) the opening hours and fees;*
- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (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

Information required from (b) to (k) was available in the staff files, the service's statement of function, the policies and in the written records reviewed on the day.

Non-Compliance Information

(1)(a) Of the files reviewed the registered provider did not ensure that an adequate record of experience for four staff members was available.

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Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The registered provider stated that the required documents for the staff have been files in the personnel files. These requirements have been added the updated staff file checklist.

Supporting documentation submitted

Copies of the required documents were submitted.

Summary Comment

The action submitted by the registered provider has addressed the non-compliance identified on inspection.

Part V - Care of Child in Pre-school Service

Regulation 20 – Facilities for rest and play

(1) Subject to this regulation, a registered provider shall ensure that-

- (a) having regard to the number of pre-school children attending the service, their respective ages and the amount of time they spend on the premises, there are adequate and suitable facilities for each child to play indoors and, where required by these Regulations, outdoors, during the day, and
- (b) there are adequate and suitable facilities for a pre-school child to rest during the day, and in the case of an overnight pre-school service, during the day and the night.

Compliance Information

- (1) (a) The children were cared for in two care rooms – the Periwinkle room and the Rainbow room. Materials and equipment were available on low shelving in both care rooms allowing children opportunities to choose their activities independently. There was a mixture of natural and artificial materials available. The furniture, fixture and fittings were suitable for the age and stage of the children in each room.
- Designated areas of interest were constructed by considered use of furniture, and floor coverings. This created areas of interest for the children, categorising material and equipment into various themes. For example, small world play, the home corner, imagination play, and arts and crafts. The short term and long-term plans were displayed in each room. Partnership with parents being one of the themes, where parents were invited to the service to share their career/ culture/ hobby with the children. On the day of

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the inspection a parent of a child from the Rainbow room arrived with their guitar and played music and the children sang along and danced in the garden.

These areas were equipped with sufficient material for the children attending the service and reflected the children's interests. The space accommodated children to work in small groups or independently. There were visual displays in the room at the children's level which included the daily routine, children's individual artwork and paintings. The children's identity and belonging were reflected with the use of the children's names and photographs at the coat hooks, on the birthday posters, and photographs of the extended families on the family tree. There were photographs of the adventure of 'Tinky Winkie', a teddy, who's visited children at home and personalised the care rooms supporting children's identity and belonging in the service.

- (2) The outdoor area at the back and side of the premises was secured with fencing. These areas had artificial surfaces, and one had a large wooden boat structure for the children to climb on, slide off, crawl through and sit on. It was also furnished with a variety of material and equipment which offered play opportunities, for example, a mud kitchen, and a planting box. On the day of the inspection the children from the Periwinkle room were engaged in planting individual pots with 'poached egg plants'. They informed the inspector of what they thought the flowers would look like.

The outdoor spaces had access to an outdoor sink, and there was water pipes attached the fencing and tyres for imaginative play.

Part V - Care of Child in Pre-school Service

Regulation 22 – Food and drink

A registered provider shall ensure that adequate and suitable, nutritious and varied food and drink is available for each pre-school child attending the pre-school service.

Compliance Information

The registered provider stated that the parents supply snacks for their children each day. The snack was served at 10:30 in the Rainbow room. The food children ate was consistent with the suggested snacks included in the parental handbook issued to each parent on registration. These nutritious snacks included various fruits, which included cut grapes, vegetable sticks, crackers, cheese and bread rolls.

Staff described how additional snacks are provided by the parents for the children who attend on a part time basis.

Staff described how this year there were no food allergies or food preferences. However, they described how in previous years they managed these.

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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) On a review of the staff roster and their qualifications, the registered provider had ensured that six staff trained to First Aider Response standard were available to children.
- (2) Each room has a suitably equipped first aid kit with completed monthly check lists of the contents. These are stored on easily accessible shelves.