

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015CC307
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Name of Service:	Newbury House Family Centre CLG
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Address of Service:	Newbury House Family Centre CLG, Old Youghal Road, Mayfield, Co Cork.
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Eircode:	T23 C3FW
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Name of Registered Provider:	Mary Foley
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Service type:	Full Day, Part Time, Sessional
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Date of Inspection:	01/07/2026
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No of pre-school children:	AM	11	PM	10
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Address of the Early Years Inspectorate:	Early Years Inspectorate, Administration Building, St Mary's Health Campus, Gurrabraher, Cork T23 X440.
Inspection undertaken by:	D Prendergast
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

Newbury House Family Centre CLG is a community based, full day care service, which has been in operation since 1996. It is registered to cater for children aged 2 to 6 years, which includes children availing of the Early Childhood Care and Education (ECCE) Scheme. Registered daily opening hours are from 9.00am to 5.00pm, however at the time of inspection, reduced hours were in place; the service's summer camp was operating from 9.00am to 4.00pm.

The early years service is situated in a residential area, on the north side of Cork city and operates from the ground floor of a two-storey, detached building. There is one main playroom, with an interconnecting art room and an adjacent sensory room. A large outdoor play space is directly accessible from the care room and both child and adult sanitary facilities are provided. Other amenities include a staff room and a kitchen, where the children's meals are prepared. The registered provider is a multiple service provider.

Staffing

In total, there are 10 adults attached to the childcare facility. The registered provider is not service based. Seven staff members are involved in the direct care of the children, including one Community Employment (CE) participant. The service co-ordinator and an office based staff member do not work directly with the children.

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

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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.

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, deputy, 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
- (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) A person in charge and a deputy had been assigned to the setting and this was detailed in writing.
 - (b) The deputy was present at the service upon the inspector's unannounced arrival and the person in charge arrived within 10 minutes. A review of the staff rosters indicated that the service was consistently operated with either the person in charge or the deputy on duty.
- (2) Following a review of previous inspection information, information available on inspection and discussion with the person in charge, it was determined that five adults had been employed since the previous inspection. All five of these files were assessed for compliance. In addition, Garda vetting for two adults, whose disclosures were identified as due for renewal, were requested for review.
- (a) A total of 10 written and validated references were required. Of these, seven were on file from past

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employers.

(b) Three of the written and validated references were from sources other than previous employers.

(c) Garda vetting disclosures had been obtained for four of the adults. Garda vetting was not deemed to be required for a fifth adult, who worked in the office and did not have access to children as part of their role. 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 in place for the adult who had resided in another jurisdiction, while over the age of 18.

(4) The three adults who were employed by the service to work directly with the children, had each attained a recognised award in early childhood care and education, as listed on the National Framework of Qualifications.

Part III – Management and Staff

Regulation 10 - Policies, procedures etc. of pre-school service

A registered provider of a pre-school service shall ensure that the written policies, procedures and statements specified in Schedule 5 are in place for the service.

Compliance Information

The following policies were assessed for compliance and met the requirements:

- Statement of purpose and function
- Policy on accidents and incidents
- Policy on outings.

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)-

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(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) Throughout the inspection period, an adequate number of adults were responsible for the direct care and education of the children in attendance.

(3) The adult child ratio was exceeded:

- During the morning, there were 4 adults available to 11 children present, who were aged 3 to 5 years.
 - In the afternoon, 10 children aged 3 to 5 years attended the care room, with 4 adults present.
- A CE participant was not included in the adult child ratios.

(8)

(a) Review of the staff roster for the current week and the two weeks preceding the inspection, demonstrated that the service was consistently operated with at least two adults present.

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:
- (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;

Compliance Information

- (1) Written information in relation to the following was clearly outlined in the parents handbook:
- (b) The type of service offered and the age range of children accommodated.
 - (c) The adult:child ratio at the setting.
 - (d) Details in relation to the service's programme of care.

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- (e) The facilities provided.
- (f) The hours of operation and information regarding fees.

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

Compliance Information

(1)(a)

Supporting relationships:

- The children appeared confident in their environment, followed the daily routine with ease and actively engaged with the materials on offer. For example, children were noted to confidently communicate their preferences in relation to activities and demonstrated familiarity with routine tasks.
- During mealtimes, a relaxed, calm atmosphere was evident, which encouraged the children to take their time and enjoy their food. The adults sat with the children and provided assistance, as needed.
- Staff were observed to show positive regard towards the children. For example, the adults joined the children in free play activities, such as mark making and ball games and were noted to respond to the children's achievements in a kind, affirming manner.
- Children were alerted to upcoming transitions, such as mealtimes and before going outdoors. This afforded children time to finish current tasks and helped them prepare for the next activity.
- The inspector was informed that communication pathways with parents included a messaging application, phone calls, a newsletter, daily informal discussion and the facilitation of meetings, as required.
- The person in charge advised that daily verbal communication took place among staff, in relation to the operation of the service. Regular staff meetings were also held and records of said meetings were available for review.

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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:

- Upon the inspector's arrival at the service, the main entrance door was found to be secured, with a doorbell provided for parents and visitors. This safety precaution curtailed the risk of unauthorised access. A wave sensor door release mechanism was in place on the interior, which reduced the risk of a child exiting the premises unsupervised. In addition, entry to the care room was controlled by a keypad.
- The outdoor area was fully enclosed by a combination of fencing, hedging and gates.
- Blind cords were securely anchored through the use of suitable tension devices.
- Cleaning agents were stored on high-level shelves, out of reach of the children.
- The windows in the care room were appropriately secured to ensure the safety of the children.

Infection control:

- Adequate handwashing and drying facilities were available for the children, including a supply of liquid soap, paper towels and a foot pedal operated bin. The staff sanitary facility was also adequately equipped. The children were observed to wash their hands at appropriate times during the day, such as before eating and after outdoor play.
- The cleaning records displayed in the children's sanitary facility were completed to date.
- Tables were sanitised before mealtimes.
- Open windows allowed fresh air to circulate in the care room and sanitary facilities.

Administration of medication:

- The inspector was informed that one of the children had been prescribed specific medication. This medication was found to be in-date, had been appropriately labelled and was stored in a location that was inaccessible to children.
- Temperature reducing medication was also noted to be in-date and safely stored.

Fire safety:

- Firefighting equipment was securely wall mounted.
- Signposted fire exits were illuminated and were maintained free from obstruction.

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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.

Compliance Information

(1) First Aid Response (FAR) certification was on file for four of the adults who worked at the setting. At least one of these adults was consistently available to the children, according to the staff roster.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

A current certificate was available and demonstrated that the service was insured to provide full day care. The certificate was valid until 25 March 2027.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

A registered provider shall ensure that the premises of the service are-
(e) equipped with adequate and suitable sanitary facilities.

Compliance Information

(e) Adequate sanitary facilities were in place at the setting. Two toilets and two wash hand basins were accessible in the children's sanitary facility, adjoining the care room. A staff toilet facility was located on the first floor and this consisted of one toilet and one wash hand basin. A nappy changing unit was also provided, however, this was not required for use at the time of inspection.