

Early Years Inspectorate Regulatory Report School Age Services

TUSLA Identifier:	TU2019DS002SA
Name of School Age Service:	The Hub Afterschool Club
Name of Registered Provider:	Sinead McCarville
Address of School Age Service:	Unit 2, Village Court, Lucan, Co. Dublin
Eircode:	K78 VK29

Date of Inspection:	26/08/2026			
Number of school age children present during inspection:	AM	N/A	PM	19

Address of the Early Years Inspectorate	Brunel Building Heuston South Quarter Saint John's Road West Dublin 8. D08 X01F
Inspection undertaken by:	R. Duff
Title:	Early Years Inspector

Authority to Inspect
Tusla's 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).

Early Years Inspectorate Regulatory Report

School Age Services

Description of Service:

The Hub Afterschool is a privately owned school age service. The service is registered to provide school age care to children aged 4-12 years. The service is registered to operate from 07:00 to 8:30 and 13:30 to 17:45 during term time and 07:00 to 5:45 during school holidays. It is located in an urban area of Lucan, South County Dublin. The service operates from a purposely adapted two-storey premises and consists of six care rooms. A large fully enclosed outdoor play area is available and located to the front of the premises and a smaller area is available to the back of the service.

Staffing:

The school age service employs five adults with additional staff members from the registered providers other services available to provide relief when needed. The registered provider works on site in the school age service and the early years' service. On the day of inspection, there were five adults working directly with school aged children.

Additional Information:

This inspection was completed on foot of information received by the inspectorate.

Legislation

Tusla's Early Years Inspectorate is the independent statutory regulator of School Age Services in Ireland, and its role is to promote and monitor the safety and quality of school age care provision in accordance with the following legislation:

- The Child and Family Agency Act 2013, Part 12.
- Child Care Act 1991 (Early Years Services) (Registration of School Age Services) (Amendment) Regulations 2022.
- The Child Care Act 1991 (Early Years Services) Registration of School Age Services Regulations 2018 (S.I. 575 of 2018).

A school age service means any early years service, play group, day nursery, crèche, day-care or other similar service which:

- caters for children under the age of 15 years enrolled in a school providing primary or post-primary education,
- provides a range of activities that are developmental, educational and recreational in manner, which take place outside of school hours, the primary purpose of which is to care for children where their parents are unavailable, and
- the basis for access to which is made publicly known to the parents and guardians of the children referred to in point (a) above.

It is the responsibility of a registered provider to ensure the safety and well-being of school age children and the above legislation authorises Tusla to assess compliance with the Regulations.

Inspection Methodology:

The inspection is unannounced to assess compliance with the Child Care Act 1991 (Early Years Services) Registration of School Age Services Regulations 2018 (S.I. 575 of 2018), Child Care Act 1991 (Early Years Services) (Registration of School Age Services) (Amendment) Regulations 2022, and the Child Care Act 1991, Section 58 as amended by Part 12 of the Child and Family Agency Act, 2013.

The findings on inspection are gathered through a triangulation method, including:

- Information obtained through examination of documentation.
- Direct observation.
- Discussion with relevant staff.

This inspection aims to determine the extent to which service is appropriate for the care, safety, and wellbeing of children in accordance with the regulations cited above.

Inspection findings are documented in the School Age Services 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 corrected the non-compliance and how they will prevent them 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 CAPA 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.

Acknowledgements:

The inspector wishes to acknowledge the co-operation of the children, registered provider, person in charge, and staff who were present on the day of inspection.

Summary of Findings:

On the day of inspection, the registered provider was found to be compliant in:

- Regulation 8: Vetting disclosures
- Regulation 9(1)(2)(4): Staffing levels
- Regulation 10: Policies
- Regulation 11 Premises
- Regulation 12: Insurance
- Regulation 13: Complaints
- Child Care Act 1991, Section 58(G) as amended by Part 12 of the Child and Family Agency Act, 2013.

Conclusion and follow up actions:

On inspection, the registered provider was found to be compliant in relation to regulations inspected as listed above.

Regulation 8: Vetting disclosures

(1) A registered provider of a school age service other than a childminding service 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

(2) The procedures specified in paragraph 1 shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the school age service.

Regulatory Requirement Met

(1) The inspection included a review of the required documentation for one returning staff member employed in the service. Garda vetting disclosures were assessed for each of the five staff members employed plus the registered provider. The following documentation was available;

(a)(b) Of the two written and validated references that were required, two were available from a previous employer.

(c) Garda vetting disclosures from the National Vetting Bureau of An Garda Síochána were available for all adults employed to work in the service. Garda vetting disclosures from all adults were assessed to determine compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years. Garda vetting which was dated within the last three years was available for all adults.

(2) Documentation reviewed evidence that the procedures specified above under 8

(1)(a)(b)(c) had been carried out prior to four adults commencing employment.

Regulation 9: Staffing levels

- (1) *Subject to this Regulation, a registered provider of a school age service other than a childminding service shall ensure that there is at all times an adequate number of competent and suitable adults on the premises while the service is operating.*
- (2) *Without prejudice to paragraph (1), a registered provider of a school age service other than a childminding service shall ensure that there is a minimum ratio of 1 adult to 12 children at all times while the service is operating.*
- (4) *A registered provider of a school age service shall ensure that the school age children attending the service are appropriately supervised at all times.*

Regulatory Requirement Met

- (1) During the inspection, the registered provider ensured that appropriate staffing levels were maintained. The 19 children attending the service were supervised directly by 5 members of staff.
- (2) There were an adequate number of adults available during the inspection to meet the needs of the children present. The staff members were observed to work with small groups of children for the afternoon.
- (4) Throughout the inspection, the children were supervised through sight and sound. The adults were observed to move to different areas of the service and the outdoor area to observe the children from a reasonable distance.

Regulation 10: Policies of a school age service

A registered provider of a school age service shall ensure that the policies and statements specified in Schedule 6 are in place for the service.

Regulatory Requirement Met

The service's statement of purpose and function, fire safety policy, complaints policy and the managing behaviour policy were reviewed. These documents contained required information as per Schedule 6 of the regulations to support staff in their practice.

Regulation 11: Premises

A registered provider of a school age service shall ensure that-
(a) an outdoor space to which the school age children attending the service have access on a daily basis is provided on the premises,

Regulatory Requirement Met

The service has direct access to a fully enclosed outdoor area which is shared with the early years' service on site. The outdoor area has a variety of interest areas and space to run and climb and was observed to be used by the children for sports and outdoor games. In addition, a smaller secure area is available to the children throughout the day at the back of the service. On the day of inspection, the children were observed to use this area for outdoor games while they waited for access to the larger outdoor space.

Regulation 12: Insurance

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

Regulatory Requirement Met

The service is insured for 45 children to attend at any one time. The insurance policy is in place until 27 March 2027.

Regulation 13: Complaints

- (1) A registered provider of a school age service other than a childminding service shall ensure that the complaints policy of the service specifies—*
- (a) the procedure to be followed by a person for the purposes of making a complaint in relation to the service,*
 - (b) the manner in which such a complaint shall be dealt with, and*
 - (c) the procedures for keeping a person who makes such a complaint informed of the manner in which it is being dealt with.*
- (2) A registered provider of a school age service other than a childminding service shall ensure that—*
- (a) a record in writing is kept of a complaint made to the provider in respect of the school age service, and*
 - (b) the complaint is duly dealt with in accordance with the provider's complaints policy.*

Regulatory Requirement Met

(1) (a)(b)(c)

A complaints policy was available within the service for a person to make a complaint. The policy detailed the procedures to follow, including the assigned person responsible for dealing with a complaint, how complaints are dealt with and communication strategies in the case where a complaint is made to the service.

(2)(a) The service's policy outlined that the service would retain the record of complaint for 2 years from the date the complaint was dealt with.

(b) Two complaints available for review on the day of inspection, showed they were dealt with in accordance with the providers complaints policy.

Child Care Act 1991, Section 58(G) as amended by Part 12 of the Child and Family Agency Act, 2013

It shall be the duty of every person providing an early years service to take all reasonable measures to safeguard the health, safety and welfare of children attending the service and to comply with regulations made by the Minister under this Part.

Regulatory Requirement Met

The inspector observed appropriate care practices in place on the day of inspection. The children moved freely around the service, playing and engaging with each other and staff. Staff addressed children by name and interacted with the children in a positive manner. Language used by the staff members was observed to be encouraging, supportive and informative. Children were given advance warnings by staff members to support the transitions to a new activity and for mealtimes.

Children spent time outdoors throughout the day and staff were observed coordinate and play games and activities with the children during this time. During the inspection, staff were observed to work closely with small groups of children to play board and card games, read stories and spend time chatting with children.

The service provided evidence that an adult trained in First Aid was available at all times to the children attending the school age service. A suitably equipped first aid bag was available and safely stored in an easily accessible and conspicuous position in the service