

Early Years Inspectorate Regulatory Report

School Age Services

TUSLA Identifier:	TU2023KE004SA
Name of School Age Service:	Whizzkids Creche and Montessori
Name of Registered Provider(s):	Camella O Sullivan
Address of School Age Service:	Ashbrook House, Togher Road, Monasterevin, Co. Kildare
Eircode:	W34 P205

Date of Inspection:	01 July 2026			
Number of school age children present during inspection:	AM	Not applicable	PM	5

Address of the Early Years Inspectorate	Tusla Early Years Inspectorate Primary Care Centre Church Avenue Tullamore Co Offaly R35K1W4
Inspection undertaken by:	A Spain
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).

Description of Service:

Whizzkids Creche and Montessori is a combined school age and early year's service. The school age service is registered to care for children in the age range 4 to 15 years and is currently caring for children in the age range 5 to 10 years. The school age service operates from a room referred to as ECCE 1 between 1.30 and 5.30pm during school terms and after sessional hours in the room. During school holidays, the school age service operates between 7.30am and 6.00pm. Sanitary accommodation for both children and staff use is available off the room in use by the service. An outdoor play area is provided directly outside of the premises. An office is located in a separate building on the grounds. The service is located in a residential housing area on the outskirts of Monasterevin, west Kildare.

Staffing:

The service is staffed by three staff members. The registered provider arrived at the service after the inspector and also works directly in the service.

Additional Information:

The inspection was triggered as a result 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, and two staff who were present on the day of inspection.

Summary of Findings:

On inspection, the registered provider was found to be compliant in relation to the following:

Regulation 8(1)(a)(b)(c)(d): Vetting disclosures;

Regulation 9(2): Staffing levels;

Regulation 10: Policies etc. of school age service;

Regulation 11: Premises;

Regulation 12: Insurance;

Regulation 13: Complaints (1)(a)(b)(c)(2);

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

On inspection, the registered provider was found to be non-compliant in relation to the following:

Regulation 7(1): Notification of change in circumstances;

Regulation 8(2): Vetting disclosures;

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

Conclusion and follow up actions:

The inspector reviewed the actions and evidence that the registered provider submitted. The non-compliances found on inspection have been adequately addressed.

Regulation 7: Notification of change in circumstances

(1) A registered provider of a school age service shall, subject to paragraph (2), notify the Agency in writing of any proposed change in the details in relation to the school age service contained in the register pursuant to section 58C (2) of the Act or Regulation 6(2) or 6(3) at least 60 days before it is proposed that the change would take effect.

Regulatory Requirement not met

(1)

The service is registered to care for a maximum of 20 school age children. Attendance records for the number of children in the school age service confirmed that the registered provider had exceeded the number of children the service is registered to care for. For example, a record of childrens attendance for the week beginning 11 May 2026 confirmed that 22 children were in daily attendance in the school age service. A review of the attendance records for the week beginning 18 May 2026 confirmed that 21 children were present on 21 May 2026 and 22 children were present on 22 May 2026.

Corrective & Preventive Action Response submitted by the Registered Provider

(1)

As a corrective measure, the registered provider advised in the response to the inspection report submitted on the 29 July 2026 that a full review was conducted on the service attendance records and adjustments have been implemented to ensure that the service does

not exceed the registered capacity of 20 school age children. Roll call books to reflect numbers of children in current attendance and to confirm that no more than 20 children are in current attendance in the service were submitted by the registered provider. As a preventive measure, it was advised in the CAPA response that the registered provider will continue to monitor daily attendance to maintain compliance with the service registered capacity at all times.

Summary of Findings

The actions and evidence submitted by the registered provider have met the requirement of the regulation.

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

(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.

(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

The inspector reviewed the staff files for the registered provider and three staff members working in the school age service.

(1)(a)(b)

Records held on file confirmed that written and validated references from a combination of a past employer and a reputable source were held on file in respect of two staff members.

Records confirmed that two written and validated references from a reputable source were held on file in respect of one staff member. Two written references from reputable sources were also held on file in respect of the registered provider.

(c)

A Garda vetting disclosure from the National Vetting Bureau of the Garda Síochána was held on file in respect of the registered provider and the three staff members. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years in respect of all staff members

(d)

Police vetting disclosures were not required as records demonstrated that none of the staff employed had lived outside of the state for over six consecutive months as adults.

Regulatory Requirement not met

(2)

Records held on file confirmed that references in respect of two staff members were secured and validated after they commenced working in the service and had direct contact with the children in attendance.

Corrective & Preventive Action Response submitted by the Registered Provider

(2)

The registered provider advised in the CAPA response that all references have been checked and verifications conducted. As a preventive measure, the registered provider advised that a revised pre-employment check list has been implemented in the service requiring all references to be received, validated and documented before a staff member commences in the service. It was also advised that regular audits will be conducted to ensure ongoing compliance with the regulation.

Summary of Findings

The measure taken by the registered provider have met the requirement of the regulation.

Regulation 9: Staffing levels

(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.

Regulatory Requirement Met

(2)

Two staff members cared for 5 school age children and 2 preschool children aged 3 to 4 years on the arrival of the inspector at 3.00pm. One school age child was signed out of the service. The registered provider arrived to assist the staff members at 3.10pm.

The inspector also reviewed the childrens attendance record for the 25, 26, 29 and 30 June 2026. Records advised that a maximum of 9 school age children were in attendance in the service on 25 June 2026.

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 inspector reviewed roll books and attendance record policy developed by the service in May 2026. The policy advised of the measures introduced by the service to ensure that accurate attendance records are maintained for all children in the service and to reflect real time attendance. The policy advised that roll books will be maintained in each room and children attendance will be recorded as the arrive and leave the service. It was also indicated that training on implementation of the policy will be provided to staff and that the registered provider will monitor daily implementation of the policy.

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

(a)

Children had access to an astroturf surfaced area secured by heavy duty wire fencing and concrete walls at the front of the service for daily outdoor play. An additional tarmac area secured by the back wall of the adjoining house and a high-level timber fence provided a suitable outdoor area for energetic play. A high-level timber gate secured with a key code guarded against unauthorised access to the children when playing outdoors.

Regulation 12: Insurance

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

Regulatory Requirement Met

The service had insurance cover for a maximum of 75 children in a full day care service. Insurance cover was valid from 28 March 2026 to 27 March 2027. The registered provider advised that the service did not transport children to and from schools in the locality.

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.*

Regulatory Requirement Met

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

The service had a complaints policy which outlined the procedure for making a complaint in relation to the service, the manner in which a complaint was dealt with and the manner for keeping a complainant informed of the manner in which a complaint was dealt with. The complaints policy also outlined an appeals provision should a complainant be dissatisfied with the outcome of the investigation.

(2)

Both the registered provider and a staff member in the service advised that the service had not received any complaints to date.

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

Two staff members had up to date FAR (first aid responder) training with an expiry date of 21 May 2027 in respect of one staff member and 22 June 2028 in respect of the second staff member.

Regulatory Requirement not met

1. Records maintained in the service had not been maintained contemporaneously at the time of each child's arrival and departure. This posed a risk should the service have to be evacuated in the event of an emergency.
2. A staff roster was not maintained in the service to indicate the named staff on duty and hours of duty on a daily basis.

Corrective & Preventive Action Response submitted by the Registered Provider

1. The registered provider advised in the response to the inspection report that all attendance records are now recorded in real time. As a preventive measure, the registered provider advised that attendance records are uploaded and reviewed to ensure compliance.
2. The registered provider advised in the CAPA response that all staff sign in and out of the service in real time. As a corrective and preventive measure, the registered provider advised that a staff rota is now in place to monitor staff daily attendance.

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Summary of Findings

The measures indicated in the CAPA response and introduced in the service have addressed the non-compliances identified on inspection.