

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

**Tusla I.D:** TU2015CC364

**Name of Service** Shining Stars Montessori

**Address of Service:** Ouvane  
Rochestown  
Cork

**Email Address:** aiveencasey@gmail.com

**Name of Registered Provider:** Aiveen Casey

<b>Type of Proposed Service:</b>	<b>Full Day Care</b>		<b>Part-Time</b>		<b>Sessional</b>	
	<b>Drop-In</b>		<b>Childminding</b>	✓	<b>Temporary</b>	

**Proposed change:** A proposal to add a childminding service and to change the hours of operation from 8.30am to 12.00pm to 9.00am to 12.30pm (sessional service) and from 12.30 to 2.00pm (childminding)

**Proposed Number of Children:** 5 children childminding service  
19 children sessional service (as per existing registration)

**Recommended Change Following Inspection:** Add childminding from 12.30 to 2.00 PM (Maximum 5 Children)  
Change the hours of operation from 8.30am to 12.00pm to 9.00am to 12.30pm (sessional service)

**Registered change:** A proposal to:  
Change service type from Sessional to Sessional and Childminding.  
Change hours of operation from 8.30am to 12.00pm to 9.00am to 12.30pm (sessional service).  
From 12.30 to 2.00pm (childminding service)

<b>Date of Inspection:</b>	1	8	0	4	2	0	2	3
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**Inspection undertaken by:** D Prendergast

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:** Early Years Inspectorate  
Administration Building  
St Mary's Health Campus

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<b>Rationale for Inspection:</b>
Proposed Change of Circumstance

**Note: For Office use only, to be completed by Registration Office**

<b>Registration Status:</b>	Registered for Sessional from 09:00 to 12:30 (Maximum 19 children) & Childminding from 12:30 to 02:00 (Maximum 5 Children).
<b>Date of Registration</b>	02 <sup>nd</sup> May 2023

<b>Authority to Inspect</b>
The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(D) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).

<b>Description of Service</b>	<p>Shining Stars Montessori is registered as a sessional service, which accommodates children aged two to six years, including children attending the Early Childhood Care and Education (ECCE) Scheme. However, at present, the age range of children attending is two and a half to five and a half years. The service uses Montessori and play based pedagogy and current registered daily opening hours are from 8.30am to 12.00pm.</p> <p>The registered provider has put forward a proposal to provide a childminding service in the afternoons, from 12.30 to 2.00pm, for up to five of the children who currently attend the sessional service in the morning.</p>
<b>Premises</b>	<p>The early years service is situated in a rural area of Rochestown in Co. Cork and operates from a room located beside the registered provider's private residence. There are adjoining sanitary facilities for children and two outdoor play spaces are also accessible.</p> <p>The proposed childminding service will be based in the same care room, which is currently unoccupied in the afternoons.</p>
<b>Staffing</b>	There are three adults employed by the service, all of whom work directly with children. The registered provider is the proposed childminder.
<b>Methodology</b>	The inspection was an announced inspection to assess compliance with the Childcare Act 1991 (Early Years Services) Regulations 2016 and Childcare Act 1991 (Early Years Services) (Amendment) Regulations 2016. The Inspection focused on regulations under the

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	<p>following themes: Governance, Health, Welfare and Development of the child, Safety and Premises.</p> <p>The findings on inspection based on information obtained through examination of documentation, direct observation, and discussion with relevant staff are documented in the inspection report and taken into consideration when making a decision in relation to registering the change in circumstance. 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.</p>
<b>Acknowledgements</b>	The inspector wishes to acknowledge the cooperation of the registered provider, 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.

#### Requirement met:

The requirement has been met.

(1)

(a) The registered provider is the proposed childminder, and an emergency person has also been identified.

### 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.

(8) Without prejudice to paragraphs (2) to (7)—

(b) a childminder shall ensure that a second person familiar with the operation of the service and in a position to provide assistance to the childminder in operating the service is, at all times, within close distance of the service and available to attend the service to assist the childminder in the event of an emergency, and

#### Requirement met:

The requirement has been met.

(1) It is proposed that up to five children, aged two and a half to five and a half years, will attend the childminding service.

(8)

(b) A nominated second person who is aware of their designated role and responsibilities, will be available to attend the service and provide assistance, should an emergency arises.

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### 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.*
- (3) *A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph (2) applies, shall ensure that—*
- (a) *a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises or*

#### Requirement met:

The requirement has been met.

(1)

- (a) The children attending the proposed childminding service will have access to the existing care room, which is equipped with a selection of age and stage appropriate resources and materials. Interest items are stored on low set open shelving and suitably sized furniture is also provided for the children to use as required. There are two separate outdoor play environments available; one beside the care room, which includes a play shed and the second in front of the private residence. Across the two play areas, children have the use of suitable equipment such as ride on toys, slides, sand, handheld vehicles and playhouses.
- (b) A stackable bed and linen are available, should any child require sleep and a rest area is incorporated into the care room, for children who may wish to relax and opt out of scheduled activities. This consists of a large soft, wipeable mattress and wipeable cushions, positioned next to a selection of books.

(3)

- (a) The children attending the proposed childminding service will have access to two suitable, safe and secure outdoor play spaces, which are located on the grounds of the registered provider's private residence.

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## Inspection Due to a Proposed Change of Circumstances

Part V - Care of Child in Pre-school Service	
<b>Regulation 22 – Food and Drink</b>	
<i>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.</i>	
<b>Requirement met:</b>	<p>The requirement has been met.</p> <p>The Healthy Eating policy in place is suitable for the type of service proposed. The children’s parents or guardians will supply all food for the meal and snack breaks. Hot meals will not be required, as it is not proposed that any child will be attending the service for longer than five hours in total. Potable water will be accessible to children at all times. The registered provider stated that all perishable food will be stored in the fridge. A supply of suitable crockery and cutlery is maintained in the care room, for children’s use at mealtimes.</p>

Part VI – Safety	
<b>Regulation 23 - Safeguarding health, safety and welfare of child</b>	
<i>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.</i>	
<b>Requirement met:</b>	<p>The requirement has been met.</p> <p><b>General safety:</b></p> <ul style="list-style-type: none"> <li>• The storage cupboard in the lobby area is secured with a key, which is maintained on a high-level wall hook.</li> <li>• A low-lying cupboard under the sink in the care room is secured to prevent children from accessing potentially hazardous items.</li> <li>• All examined play resources within the care room are safe and maintained in good working order.</li> </ul> <p><b>Infection control:</b></p> <ul style="list-style-type: none"> <li>• Warm running water, liquid soap and fully stocked paper towel dispensers are provided for hygienic handwashing and drying.</li> <li>• Foot pedal operated pedal bins are in place in the sanitary facilities for the hygienic disposal of used paper towels.</li> <li>• There is a supply of cleaning agents available for cleaning procedures.</li> </ul>

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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.

#### Requirement met:

The requirement has been met.

- (1) The proposed emergency person, who is also the deputy person in charge at the existing sessional service, holds current First Aid Responder (FAR) training, with an expiry date of 2 October 2024. Correspondence was submitted to demonstrate that the registered provider has booked FAR training, which will be completed before the proposed childminding service commences.
- (2)
- (a) There is a suitably equipped first aid box in the care room, which is easily accessible to adults.
  - (b) The first aid supplies will be readily available at all times, when the service is in operation.

### Part VI – Safety

#### Regulation 26 – Fire Safety Measures

- (1) A registered provider shall ensure that a record in writing is kept of—
- (a) any fire drill that takes place in the premises, and
  - (b) the number, type and maintenance record of fire fighting equipment and smoke alarms in the premises.
- (4) A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the premises.

#### Requirement met:

The requirement has been met.

- (1)
- (a) A template is in place to record the fire drills which are conducted in the existing sessional service and this will also include provision to record fire drills undertaken in the childminding service. The most recently documented fire drill was dated 23 March 2023.
  - (b) Written information regarding the number, type and maintenance of the firefighting equipment and smoke alarms is available. Records indicate that the firefighting equipment and the wired smoke alarm were both recently serviced by a reputable company on 17 April 2023.
- (4) A notice of the procedures to be followed in the event of a fire, is clearly displayed on the wall of the care room. Signage in relation to the fire assembly point is located in one of the outdoor areas.

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### Part VI – Safety

#### Regulation 28 – Insurance

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

##### Requirement met:

An insurance quotation was submitted to the registration team prior to this inspection. The registered provider must ensure that adequate insurance is in place prior to the commencement of the change. The change approval is contingent on the registered providers compliance with Regulation 28.

### Part VII – Premises and Space Requirements

#### Regulation 29 – Premises

*A registered provider shall ensure that the premises of the service are—*

- (a) of sound and stable structure,*
- (b) safe and secure,*
- (c) kept adequately lit, heated and ventilated,*
- (d) cleaned, maintained and repaired, as required, and*
- (e) equipped with adequate and suitable sanitary facilities.*

##### Requirement met:

The requirement has been met.

- (a) The proposed childminding service is located in the registered provider's own residence, which, from a visual inspection, appears to be in a good state of repair.
- (b) A bell entry system is in place on the entrance gate, with a high-level latch lock and a sliding bolt on the interior side of the gate. Subsequent access to the care room building is via a key locked door and there is a rolling lock on the interior. These safety mechanisms will reduce the risk of unauthorised persons gaining access and the risk of a child exiting the premises, while unsupervised. The outdoor play spaces are enclosed by fencing and secured gates.
- (c)
  - Natural light is provided through six windows and two fire exit doors, with glass panels, in the care room and this is supplemented with artificial, fluorescent ceiling lights. Sufficient light is also available in the sanitary facilities, through a combination of windows and artificial LED lighting, with protective covers.
  - Oil heating is in place and thermostatically controlled radiators are installed in the care room. An air temperature reading of 18.3°C was taken in this room at the time of inspection. The temperatures of the children's sanitary facilities were respectively recorded at 18.2°C and 18.3°C.
  - The care room and the sanitary accommodation are ventilated by means of openable windows.
- (d) A cleaning programme has been devised and cleaning records are maintained.
- (e) For the children's use, there are two toilets and two wash hand basins serving the care room. An adult toilet and wash hand basin are accessible in the private residence. The registered provider has advised that all children are required to be toilet trained before attending, therefore a nappy changing unit is not provided. The premises is serviced by a public water supply and a septic tank is in place for wastewater and sewage.

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### Part VII – Premises and Space Requirements

#### Regulation 30 – Minimum Space Requirements

*(1) Subject to paragraphs (2) to (6), a registered provider shall ensure that adequate clear floor space is available in the premises for the work, play and movement of children attending the pre-school service.*

**Requirement met:**

The requirement has been met.

(1) Sufficient clear floor space is provided within the care room for the free movement of the proposed five children during work and play.