

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D: TU2015DR068

Name of Service Once Upon A Time Nursery & Montessori

Address of Service: Harbour Square, Crofton Road,
Dun Laoghaire, County Dublin, A96 T6N6.

Email Address: dl@onceuponatime.ie

Name of Registered Provider: Anne Marie McCormack and David McCormack

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

Proposed change: The registered providers are proposing to increase the number of children that can be accommodated from 80 to 86.

Proposed Number of Children: 86

Recommended Change Following Inspection: 86
The number of children attending each room must be in accordance with those outlined under Regulation 30 (2).

Registered change: Change in number of children that can be accommodated from 80 to 86

Date of Inspection:	2	1	0	3	2	0	2	4
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Inspection undertaken by: Olivia Quill and Sarah Quigley

Title: Early Years Inspectors

Tusla Early Years Inspectorate Address: Loughlinstown Health Centre
Loughlinstown Drive, County Dublin.

Rationale for Inspection: Proposed Change of Circumstance

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

Registration Status:	Registered Full Day Care Service for 86 Children
Date of Registration	11 th April 2024

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Authority to Inspect

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).

Description of Service	This private childcare facility is currently registered to provide full day care for 80 children aged one to five years of age. The registered providers propose to increase the number of children to be accommodated from 80 to 86. The hours of operation are 7.30am to 6.30pm.
Premises	The service operates from the ground floor of an apartment complex in an urban area of Dun Laoghaire South County Dublin. Six care rooms and two separate cot rooms are provided; a kitchen, a staff room and an office are also available. An outdoor play area is available to the rear of the premises.
Staffing	The registered providers have appointed a manager and deputy manager for the service. In total nineteen adults are currently employed to work in the service; one adult is employed for food preparation and cleaning duties.
Methodology	<p>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 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>
Additional Information	This service was found to be operating the change prior to the approval of the Registration Office.

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Acknowledgements	The Inspectors wish to acknowledge the cooperation of the 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.

Requirement met:

The requirement has been met.

(1)(a) The registered providers have ensured that there is a designated person in charge and a named person to deputise as required.

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.

Requirement met:

The requirement has been met.

(1) The area manager has confirmed that there will be an adequate number of adults working directly with children.

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.

(2) A registered provider—

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(b) of a full day care service, a part-time day care service, a sessional preschool service or a childminding service that moves premises on or after 30 June 2016, shall ensure that a suitable, safe and secure outdoor space to which the preschool children attending the service have access on a daily basis is provided on the premises.

Requirement met:

The requirement has been met.

(1)

(a) The service comprises of six care rooms. The rooms are laid out to cater for the age range of children who will be attending each room.

(b) Two separate cot room are available. Eighteen cots in total have been provided to facilitate the rest needs of young children attending the service. Low level beds are available for older children to rest as required. Rest areas are also available in each care room.

(2)(b) An outdoor area was provided to the rear of the premises. The area was safely secured and all an all-weather surface.

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.

Requirement met:

The requirement has been met.

There are facilities available for the provision of adequate food and drink for children. Food is supplied by an external catering company and reheated on site. A four weekly menu plan was available and displayed on the notice board in the main hallway.

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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.

Requirement met:

The requirement has been met.

- Entry to the service was secured to prevent unauthorised access and to ensure that a child does not leave the service unsupervised. The outdoor space is secure.
- There is provision for the appropriate disposal and storage of waste including the provision of foot pedal operated bins in the sanitary areas.
- Fire exits are clearly indicated and are not obstructed.
- The kitchen was inaccessible.
- Cleaning agents and medication was stored out of children’s reach.

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) Staff trained in first aid for children were immediately available to children attending the pre-school. First aid Responder training certificates provided for two staff expired on the 2 October 2025 and the 7 October 2025.

(a), (b) A suitably equipped first aid box was stored in the main hall. It was clearly identifiable and readily accessible.

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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:	<p>The requirement has been met.</p> <p>(1)</p> <p>(a) A written record of monthly fire drills was available. The last recorded fire drill was the 27 February 2024.</p> <p>(b) There is a maintenance record for firefighting equipment and the smoke alarms dated the 7 June 2023 and the 11 March 2024.</p> <p>(4) Notices of the procedures to be followed in the event of fire were displayed and the fire assembly point was identified.</p>
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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:	<p>Evidence of insurance for 86 children was submitted to the Registration office. The change approval is contingent on the registered providers compliance with Regulation 28.</p>
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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 service is located at ground floor level in an adapted apartment complex and appears to be of sound and stable structure.

(b) The main entry to the service was through a locked door which is controlled by the adults working in the service. The outdoor area is secure.

(c) There was a good level of natural lighting in the care rooms with artificial lighting available as required. The artificial lighting consisted of covered ceiling lights. A gas central heating system is in place to heat the service. Windows in the care rooms can be opened to provide natural ventilation. Mechanical ventilation is available in the sanitary areas and the nappy changing areas.

(d) The premises and its environs were clean and maintained.

(e) Sanitary facilities provided in the service included. Six toilets and six wash hand basins designated for children’s use. Wash hand basins are also available in the care rooms. Four nappy changing units with three wash hand basins were available. Two toilets and two wash hand basins have been provided for use by adults.

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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.

(2) A registered provider of a full day care service or a part-time day care service shall ensure that the minimum amount of clear floor space specified in column (3) of Schedule 7 opposite a particular reference number specified in column (1) of that Schedule in respect of the age range of children specified in column (2) thereof at that reference number is available for each child in that age range attending the service.

Requirement met:

(1) & (2) The registered providers propose to accommodate 86 children on a full-day-care basis as outlined below. The care rooms were measured and there was sufficient clear floor space to accommodate the proposed number of children in respect of their age range as detailed.

Rooms	Junior Wobbler	Senior Wobbler	Toddler 1	Toddler 2	Pre- Montessori	Montessori
Clear floor space	21.77 sqm	27.84 sqm	29.69 sqm	39.43 sqm	46.09 sqm	62.38 sqm
Proposed Age Range	1-2 years	2-3years	2-3 years	2-3 years	3-6 years	3-6 years
Number of children proposed to attend	8	10	10	18 Space available allows for 17 children	22	18