

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DR165
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Name of Service:	Ballybrack/Killiney Montessori and Afterschool Limited
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Address of Service:	The Parish Centre St. Matthias' Church, Church Road, Killiney, Co. Dublin
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Name of Registered Provider:	Eve Berea
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Service type:	Full Day, Part Time, Sessional
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Date(s) of Inspection:	06/02/2025
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No of pre-school children:	AM	86	PM	37
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Address of the Early Years Inspectorate:	Floor 7, Brunel Building, Heuston South Quarter, Kilmainham, Dublin 8 D08X01F
Inspection undertaken by:	Roisin Phillips and Emer Mulhern
Title:	Early Years Inspectors

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).

Conditions if applicable	N/A
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Description of service

Ballybrack/Killiney Montessori and Afterschool Ltd. provides full day-care, part-time care and a sessional service, participating in the Early Childhood Care and Education scheme. The service provides care for children from 2-6 years of age, operating from 08:00-18:00hrs. The service operates out of the parish centre of St. Matthias church, Killiney South County Dublin. There are three care rooms within the main building, and two separate modular buildings within the grounds. There is a large outdoor area, with natural bark in one area with a wooden climbing structure built around a tree, and artificial grass in another area, concrete surfacing in another area.

Staffing

There are 24 staff, who work with the preschool children, comprising of 20 childcare practitioners 2 cooks, one administration staff and the registered provider who is the designated person in charge and works directly with the children as required. There was an adult contracted to provide an exercise class on the day of inspection.

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

This inspection was unannounced and focused on the area of governance, health, welfare and development of child, information and records. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations

- 9 (1) (2) (3) (4) Management and Recruitment ,

- 11 (1) Staffing levels
- 15 (1)(a)-(i) Record of Pre-school Child
- 19(1)(a); Health Welfare and Development of Child

However, on inspection additional non-compliance which posed a risk was identified under Regulation 23. These findings are outlined within the relevant regulations within this report.

A sampling process was used to assess compliance under regulation 19 (1)(a) and 15(1)(a)-(i) As a result, the scope of the inspection included rooms 2 and 5, and a sample of records.

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 inspectors wish 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,
- (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
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.

(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.

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

(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) The service had a person in charge and a named person to deputise.
 - (b) The person in charge was always on the premises during the inspection. The staff roster provided for the person in charge or a person who could deputise to be present at all times of opening.
 - (c) Adults demonstrated an understanding of their roles and responsibilities and the lines of authority within the service.
- (2) Employment records for 25 adults were reviewed

(a) & (b) Appropriate consideration had been given to references for all adults. References had been sourced from past employers or from another source where adults had only one or no previous employers. All references had a record of verification checks carried out.

(c) Garda Vetting disclosures were available for all 25 adults, 24 of which were dated within the last three years. However, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under regulation 23 of this report.

(3) Garda vetting disclosures and reference verifications were dated prior to adults commencing work in the service.

(4) All staff employed to work directly with children held at least a major award in Early Childhood Care and Education at Level 5 on the National Framework of Qualifications or a qualification deemed equivalent by the Minister.

Non-Compliance Information

(2)(d) One staff member worked in a jurisdiction outside of Ireland for a period of six months or longer as an adult and so required police vetting from that state.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The staff member applied for police vetting from the relevant state as required.

Supporting documentation submitted

The registered provider submitted relevant supporting documentation.

Summary Comment

The written response and photographic evidence submitted has been reviewed by the Early Years Inspectorate. It is acknowledged that police vetting has been applied for. The actions submitted have been deemed to appropriately address the non compliance

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.

Compliance Information

(1) There were adequate numbers of adults working with the preschool children at all times during the inspection.

Part IV – Information and Records

Regulation 15 – Record of pre-school child

(1) A registered provider of a pre-school service other than a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that a record in writing is kept in respect of each pre-school child attending the service containing the following particulars:

- (a) the name and date of birth of the child;*
- (b) the date on which the child first attended the service;*
- (c) the date on which the child ceased to attend the service;*
- (d) the name and address of a parent or guardian of the child and a telephone number where that parent or guardian or a relative or friend of the child can be contacted during the hours of operation of the service;*
- (e) authorisation for the collection of the child;*
- (f) details of any illness, disability, allergy or special need of the child, together with all the information relevant to the provision of special care or attention;*
- (g) the name and telephone number of the child's registered medical practitioner;*
- (h) record of immunisations, if any, received by the child;*
- (i) written parental consent for appropriate medical treatment of the child in the event of an emergency.*

(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-

- (c) an authorised person.*

Compliance Information

- (1) A sample of 10 records for children were reviewed. The information required was documented as outlined below:
- (a) The name and date of birth of each child.
 - (b) The date when each child first attended the service.
 - (c) A section was available for recording the date when the child ceases attending.
 - (d) The name, address and telephone number of parents and information where parents can be contacted.
 - (e) Names and contact details of other adults authorised to collect the child.
 - (f) Medical information, allergies, dietary preferences, additional needs, and other information specific to the child.
 - (g) The name and telephone number of the child's medical practitioner.
 - (h) Immunisation details.
 - (i) Signed parental consent for medical treatment in the event of an emergency.
- (3)(c) The above records were made readily available for inspection.

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,

Compliance Information

- (1)(a) The following are examples of how each child's learning, development and well-being was facilitated in the service:

Basic Needs

The staff were observed engaging in a warm respectful manner with the children throughout the day. They met their needs in a timely manner, with scheduled times to change nappies in classroom five, staff were observed changing sooner as required. Older children were supervised using the sanitary facilities and supported in washing their hands after doing so. Water stations were observed in the classrooms, with children having access to water throughout the inspection. The children brought healthy snacks from home, and were observed enjoying same in a relaxed atmosphere, with the staff engaging with them as they ate. Dinner was cooked on site.

The children in classroom 2 were facilitated to sleep after outdoor play and nappy changing, and before dinner. Conversations with staff highlighted that children were facilitated to sleep at other times if required. The inspectors observed that children’s transitions were well supported with verbal strategies including tidy-up-themed songs used by the staff members to inform and prepare children for up-coming activities and movement. Staff supported children to dress appropriately for the weather and to walk safely outside to play.

Supporting Relationships:

When the inspectors arrived unannounced to the service, they met parents who were taking part in parents morning, where a few parents had visited their children’s care room. The staff described how the children love this activity. This type of collaborative partnership approach promotes the children’s learning and wellbeing. The staff demonstrated teamwork in discussing and updating each other regarding the needs and preferences of children in their care. The staff demonstrated that they know the children well, with a good understanding of each child’s needs and preferences. All about me plans documented the children’s individual likes dislikes, favourite toys, rhymes, settling in plans. Staff profiles and photos were observed on the “who works in our preschool” wall.

Child-led play was facilitated during the inspection as evidenced by children playing in different areas of interest and by being involved in various activities. The staff members were observed following the children’s lead and engaging in play and activities with the children at an individual, small group and large group level.

Physical and Material Environment:

The classrooms had ample space, were bright and laid out to facilitate supervision of the children. Each room had clearly defined interest areas which were equipped with a suitable range of developmentally appropriate play materials to support children’s play and learning.

The service’s large outdoor play area was fully enclosed by fencing and boundary walls, each class was observed to play outside during the inspection. The fairy garden had bark covering the ground beneath a climbing frame around a large tree. A range of equipment such as picnic benches, football nets, ride-on toys and bikes, a wooden-framed sandpit, balls and outdoor games were provided to support the children to play outdoors.

Programme of Activities:

The children were noted to have playful opportunities to learn across all areas of development. Gross motor development was promoted with the children running and cycling outside. The children engaged in art and fine motor activities. Sensorial development was promoted through use of painting in room 2 and language development was enhanced with storytelling and individual and group conversations.

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.

Non-Compliance Information

General Safety:

1. Garda vetting was available for all staff members. However, one staff member's vetting disclosure was not dated within the previous three years contravening the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

The staff member applied for renewed garda vetting certification.

Supporting documentation submitted

General Safety:

The registered provider submitted evidence of the application for renewed garda vetting. The registered provider submitted evidence of an updated system to check when documentation needs to be reviewed.

Summary Comment

The written response and photographic evidence submitted has been reviewed by the Early Years Inspectorate. The actions submitted have been deemed to appropriately address the non compliance. [Click or tap here to enter text.](#)