

# Early Years Inspectorate Regulatory Report

## Pre School

<b>waterTUSLA Identifier:</b>	TU2015DS156		
<b>Name of Service:</b>	Greentrees Park Montessori School		
<b>Address of Service:</b>	1 Greentrees Park, Whitehall Road West, Whitehall, Dublin 12, Co. Dublin		
<b>Eircode:</b>	D12 WC60		
<b>Name of Registered Provider:</b>	Tara Jordan Cosgrove		
<b>Service type:</b>	Sessional		
<b>Date of Inspection:</b>	09/09/2025		
<b>No of pre-school children:</b>	AM	18	PM N/A
<b>Address of the Early Years Inspectorate:</b>	The Brunel Building, Heuston South Quarter, St. John's Road West, Dublin 8.		
<b>Inspection undertaken by:</b>	R. Duff		
<b>Title:</b>	Early Years Inspector		
<b>Authority to Inspect</b>			
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).			
<b>Conditions if applicable</b>	Not applicable		

### Description of service

This private childcare service was established in 1996 by the current registered provider. Sessional care and education is provided for children aged two and a half to five and a half years of age. The service operates from 9.30am to 12.30pm Monday to Friday for 38 weeks of the year. The service is registered to accommodate a maximum number of twenty-two children.

The service operates from a structure adjacent to the registered provider's domestic dwelling in a residential area of southwest Dublin. The outdoor space provided was not available to children on the day of inspection due to maintenance requirements.

### Staffing

The service currently employs two adults including the registered provider. The registered provider and a second adult were working directly with the children 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

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This inspection was unannounced and focused on the areas of governance, health, welfare and development of child, information and records and safety. The inspection may also focus on other areas as required. The following regulations were reviewed:

Regulation 9 (1)(2) (4)-Management and recruitment.

Regulation 11(1)(2) Staffing levels.

Regulation 15 Record of a preschool child

Regulation 19 (1)(b) Health, welfare and development of child.

Regulation 23 Safeguarding the health, safety, and welfare of child.

Regulation 28 Insurance

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.

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### Acknowledgments

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,*
- (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*

*(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-*

- (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,*

### Compliance Information

- (1)
- (a)(b) The service had a designated person in charge and a named person to deputise as required who were both on the premises throughout the inspection.
- (2)
- (c) Garda vetting disclosures from the National Vetting Bureau of An Garda Síochána were available for two staff members employed to work in the service. Garda vetting disclosures from both staff members 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 both staff members.

### 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.*
- (2) Subject to paragraphs (4) and (5), a registered provider of a full day care service or a part-time day care service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 1 of Schedule 6 opposite a particular reference number specified in column (1) of that Part in respect of the age range of the children specified in column (2) thereof at that reference number is satisfied.*

### Compliance Information

- (1)
- An adequate number of adults were working directly with the children at all times during the inspection.
- (2)
- The minimum ratio of adults to children for sessional services was adhered to at all times during the inspection. There were 18 children attending the service being supervised by 2 staff members on the day of 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)-(i)

The registered provider ensured that a record in writing of the above particulars, were kept in respect of each child attending the pre-school service.

(3)(c)

The registered provider ensured that these records were available for inspection to an authorised person.

## 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-*

*(b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.*

### Compliance Information

A busy and welcoming atmosphere was evident on arrival at the service and throughout the inspection. Children were engaged in a range of activities and had the opportunity to move freely to a new activity. Staff demonstrated warmth and affection in their interactions with the children. They addressed children by name, used gentle tones and interacted with them in a positive manner. Language used by the staff members was observed to be encouraging, supportive and informative.

Children were given advance warnings to support transitions to a new activity and to alert them of snack time. Children brought snacks from home. The service has a healthy eating policy which is shared with parents/guardians in advance of enrolment. Mealtime was a social occasion with children and staff members sitting together having the opportunity to chat about the morning. Drinks were readily available within the care room. Children were encouraged to clean up after themselves and wash their hands at appropriate times. Children used the toilet independently but were offered support when needed.

Child sized tables and chairs allowed the children to eat and engage in tabletop activities. There was evidence that equipment and materials provided were based on the children's individual needs and emergent interests. The toys and equipment were laid out on low level shelving units or in storage containers and accessible to children. The care room also had an area to facilitate rest or provide a place for children to take a break from activities.

Engagement with families and parents is facilitated by the daily sharing of information on the child's day. This is shared through conversations at drop off and collections. On the day of inspection transitions from preschool to home were observed to be friendly and informative to parents or guardians collecting children.

### 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.*

#### Compliance Information

##### General Safety:

- When the inspector arrived at the service, access to the main door was monitored and controlled by staff to restrict unauthorized persons from gaining access to the premises and to prevent children from exiting the service unsupervised. In addition, the outdoor play area was enclosed, restricting unauthorized persons from gaining access to this area and to prevent children from exiting the service unsupervised.
- Toys and equipment in the care room were maintained in good condition free from hazards.
- Cleaning agents and medication were stored in a locked press or out of reach of children.

##### Infection Control:

- The indoor environment was maintained in a clean condition.
- The sanitary facilities were equipped with warm water, liquid soap, and pedal operated bin.
- The children and staff members washed their hands at appropriate intervals throughout the inspection

##### Administration of Medication:

- Staff demonstrated a clear understanding of procedures to safeguard children when administering medicine. This included getting written consent from parents or guardians, having a second staff member present as a witness during administration, and maintaining detailed records shared with parents or guardians upon collection

##### Fire Safety:

- The designated fire escape routes were clearly indicated and free from obstruction on the day of inspection

#### Non-Compliance Information

##### General Safety:

1. In the outdoor area, the fence separating the children's allocated garden from the walkway into the service was observed to be loose and leaning. This posed a potential risk of harm to a child if it fell over.
2. In the children's care room, children's lunch boxes containing whole grapes were handed out to children at snack time. Children had started to eat the grapes before staff members cut them up. The healthy eating policy shared with parents does include information about chopping food into bite size pieces for

children, however lunch boxes should be checked daily to ensure the contents are appropriate before handing them out to children. Whole grapes pose a potential risk of choking to children.

**Infection Control:**

3. In the children’s care room, the tablecloths used to cover both tables were worn and torn in some parts, the tables were used for play activities and for eating. The surface could not be cleaned effectively and poses a risk of cross infection to children.

**Action submitted by the Registered Provider**

**Corrective & Preventive Action**

**General Safety:**

The registered provider has stated:

1. The fence separating the children’s allocated garden from the walkway into the service has been fixed and is now secure. The fence has been included in the outdoor checklist created by the service.
2. The children’s lunch boxes will be checked on arrival and any food item requiring chopping will be chopped at that time. A reminder text has been sent to parents regarding chopping grapes. Checking the contents of lunch boxes has been included on a checklist created by the service.

**Infection Control:**

3. The torn tablecloths in the service have been replaced with new vinyl tablecloths. Checking the tablecloths for wear and tear has been included on the cleaning checklist used by the service.

**Supporting documentation submitted**

**General Safety:**

Supporting documentation has been submitted and reviewed by the early years inspector.

**Infection Control:**

Supporting documentation has been submitted and reviewed by the early years inspector.

**Summary Comment**

The actions taken by the registered provider have addressed the non-compliance. This regulation will be assessed on the next inspection.

## Part VI - Safety

### Regulation 28 - Insurance

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

#### Compliance Information

The registered provider ensured the sessional service was insured. The insurance certificate provided for review showed cover for the 22 children and an expiry date of 27 November 2025.