

# Early Years Inspectorate Regulatory Report

## Pre School

**TUSLA Identifier:** TU2015DY207

**Name of Service:** Sunshine Creche & Montessori Ltd

**Address of Service:** Unit 2D, Santry Hall Industrial Estate, Santry, Dublin 9.

**Eircode:** D09 DH29

**Name of Registered Provider:** Rishet Alem

**Service type:** Full Day, Part Time, Sessional

**Date of Inspection:** 18/06/2025

<b>No of pre-school children:</b>	AM	23	PM	17
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate 2nd Floor, Unit 4/5 The Nexus Building Blanchardstown Corporate Park Ballycoolin Dublin 15   D15 CF9K
<b>Inspection undertaken by:</b>	C Kerrigan
<b>Title:</b>	Early Years Inspector

### 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** Not applicable.

### Description of service

Sunshine Creche and Montessori is a privately run full day care service which is located in a commercial area of north Dublin. The service is registered to provide Early Childhood Care and Education for up to 40 children aged between 1-6 years.

The service is open from 07:30-18:30, Monday to Friday and provides part-time and sessional care and education. The service participates in the Early Childhood and Education (ECCE) programme for the 38 weeks of the year. The service is comprised of three care rooms, all of which were open on the day of inspection, these included, the Wobbler room which catered for children aged 1 year 2 months - 2 years, The Toddler Room which catered for children from 2- 3 years and the Montessori room which catered for children aged 3-5 years.

A fully enclosed outdoor play area was available to the children, which was located at the end of the premises.

### Staffing

The registered provider employs nine staff to work within the service and also works within the service. Staffing includes a service manager who was absent on the day of inspection, six early years practitioners, a driver and a cleaner. Five early years workers were rostered and present 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, safety. The inspection may also focus on other areas as required.

A sampling process was used to assess compliance under  
Regulation 19 (1)(a) Health, Welfare and the Development of the Child.  
Regulation 23 Safeguarding, Health, Safety and Welfare of Child.

As a result, the scope of the inspection included Wobbler room and Toddler room.

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.

### Additional Information

An Immediate Action Notices (IAN) was issued to the registered provider on the day of inspection under Regulation 23. A written response was received on the 20 June 2025, further information was sought by the Inspector on the 23 June 2025, written information was received from the registered provider on this date mitigating the significant risk. Further details are available under Regulation 25.

An Immediate Action Notice (IAN) was issued to the registered provider on the 19 June 2025, the day after inspection, due to significant risk under Regulation 23. A written response was received on the 20 June 2025 mitigating the significant risk. Further details are available under Regulation 26.

### 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-*

- (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 designated person in charge and a named person to deputise if required.
  - (b) A review of the roster and conversation with staff on the day showed that a named person in charge is rostered to be on the premises at all times during the service opening hours.
- (2) The files of all ten staff to include the registered provider were reviewed in full on the day of inspection.
- (a) The registered provider ensured that thirteen written references were available from a past employer, of which ten were validated, for the adults working within the service.
  - (b) The registered provider ensured that four written and validated references were available for the adults working within the service.
  - (c) The registered provider ensured that garda vetting disclosures had been obtained for the ten adults who in their role have access to children. The service also demonstrated compliance with the Early Years Regulatory Notice requiring services to renew Garda vetting every three years.
  - (d) The registered provider ensured that Police vetting was obtained for seven adults who had resided in a country other than Ireland for a period longer than six consecutive months.
- (3) The registered provider ensured that reference procedures were completed in full for seven adults working within the service. Garda Vetting procedures were completed for all ten adults prior to being allowed access or contact with a child attending the pre-school service.
- (4) The registered provider ensured that the eight adults employed who work directly with the children whose records were reviewed held a major award at Level 5 or higher in Early Childhood Care and Education on the National Qualification Framework

### Non-Compliance Information

(2) (a)(b)

1. The registered provider did not ensure that two written and validated references were obtained prior to one adult commencing work within the service.
2. The registered provider did not ensure that one written and validated reference was obtained prior to one adult commencing work within the service.
3. The registered provider did not ensure that three written references which were obtained and on file were validated for two members of staff prior to commencing work within the service.

(d) The registered provider did not ensure that Police Vetting was obtained for one adult prior to commencing work within the service.

(3) The registered provider did not ensure that reference checks were completed in full for three adults prior to being allowed access or contact with a child attending the pre-school service.

### Corrective & Preventive Action submitted by the Registered Provider

#### Corrective and Preventive Action

(2)(a)(b)

1. The registered provider stated that the reference was obtained and validated at the time of hiring but was misfiled and in the wrong folder. All documents are to be stored in the adequate folder prior to start date.
2. The registered provider stated that one reference was misfiled, a second reference was requested from a referee again, with references and validation obtained on the 24 June 2025. Staff files will be reviewed on a regular basis.
3. The registered provider reviewed documents and refiled them with missing documents printed. A new checklist has been implemented for file organisation.

(2)(d)

The registered provider has stated that documentation in relation to the staff member was submitted via email prior to employment. Recruitment documents are to be stored in relevant folders.

(3)

The registered provider has stated that all staff files were reviewed, and all documents put into the correct location with a checklist system implemented for file organisation.

### Supporting documentation submitted

(2)(a)(b)

1. Documentation was submitted.
2. Documentation was submitted.
3. None submitted.

(2)(d)

Documentation was submitted.

(3)

Documentation was submitted.

### Summary Comment

The preventative and corrective actions submitted by the registered provider have been sufficient to address the non-compliances under Regulation 9.

## 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.*

*(8) Without prejudice to paragraphs (2) to (7)-*

*(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,*

### Compliance Information

- (1) The registered provider ensured an adequate number of adults were working with the children in the service at all times throughout the day. Six early years staff were available in the building to meet the care needs of twenty-three children who were present on the day of inspection.
- (2) The registered provider ensured that the adult to child ratios were maintained within the service on the day of inspection.
- (8) (a) The registered provider ensured that there were at least two adults on the premises at all times during the operational hours of the service. This was evidenced in the roster.

### 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, and

### Compliance Information

- (1) (a) The registered provider ensured that the children's learning development and wellbeing is facilitated within the service in the following ways.

#### Basic Needs

- The children were provided with regular lunch and snacks throughout their time in the service. Lunches and snacks were prepared freshly onsite by the registered provider. On the morning of the inspection children were observed to have a snack of, various fruits appropriately cut, crackers, yogurts and cheese. Later a hot lunch was provided, which was chicken stew and potatoes. Alternative hot food options were available. Children were observed to enjoy their meals with additional portions freely provided. Children's individual water bottles were freely available to each child throughout the service. Mealtimes were observed to be a social and pleasurable experience for the children at a pace that best suited their needs.
- Nappy changing was observed on the day of inspection. Nappy changing was undertaken on a scheduled basis and as needed. Nappy changing was observed to be in line with best practice and was observed to be a dignified experience for the child. Children in the Montessori room were observed to have free access to the toilet with staff available for assistance if needed.

- Children were provided with sun protection for outdoor play. Independence with self-care skills were promoted with children being encouraged to put on hats. This facilitates comfort in the play experiences and promotes independence.

### Supporting Relationships

- The adults across the service were observed to interact with the children in a responsive, knowledgeable, warm and respectful manner. For example, an adult was observed to come into the Wobbler room and laugh and joke with the children, calling them by name, the children responded in a positive excited manner.
- Staff were observed to speak to each other in a professional, warm and supportive manner.
- Staff reported that information such as toileting, food and sleep is shared with the parents daily through conversations at drop off and collection with the support of a mobile application. The service also maintained a learning journal for each child; this is shared with the parents to bridge the gap between service and home.

### Physical and Material Environment.

- The furniture provided in the rooms sampled was low level and appropriate for children attending with toys, equipment and play materials easily accessible and visible to the children on low-level units which nurtured independence and facilitated choice.
- There was a range of equipment available including mark making, a home corner with associated props to facilitate imaginative play experiences, stacking, building, connecting and threading toys to facilitate creative play, cars and tracks for transporting and books to facilitate language and early literacy development.
- Images of the children and their families were displayed throughout the room and hallway which promoted a sense of identity and belonging.
- The children had access to the outdoor play environment throughout the day. This is scheduled but also available to children if and when they needed. This area had absorbent flooring, scooters, slides, tricycles, wobble boards, stackers giving an array of options to develop gross motor and problem-solving skills. An area was dedicated to growing plants and herbs incorporating the importance of sustainability.

### 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:

- The main entrance to the service was secured upon the inspectors unannounced arrival at the service. Access was granted via a doorbell system in which a staff member answered therefore preventing access to the children from unauthorised persons, this also prevented children from exiting the service unsupervised.
- Hazardous materials such as cleaning agents were placed on high shelving away from children's reach.
- The outdoor area was fully secured and enclosed with a fence and high wall.
- The kitchen was inaccessible to children throughout the inspection.

##### Infection Control:

- Thermostatically controlled water, liquid soap and single use paper towels were in use throughout the service for hand drying purposes, ensuring good handwashing practices.
- Toilet roll was hygienically stored and in easy reach of the children, preventing potential cross contamination.
- Perishable food items observed to be brought in from home were refrigerated in the children's individual lunch boxes until snack time.
- Pedal bins were in use throughout the rooms sampled.

##### Administration of Medication:

- Medications are not routinely given within the service, but staff demonstrated knowledge on the procedure for medication administration if required.

##### Safe Sleep:

- Children under the age of 2 years were observed to be placed in a cot with light clothing.
- Staff undertook and recorded 10-minute sleep checks to include position, colour and breath.

#### Non-Compliance Information

##### General Safety:

1. The wooden radiator cover in the Montessori Room was broken. Posing a risk to injury to children.
2. A toilet seat was missing in the children's sanitary area. This may pose as a potential risk of a child falling due to an unstable base for sitting.

### Infection Control:

3. There were no waterproof covers observed on any cots used by children. This may prevent effective cleaning.
4. The walls in the children's sanitary areas were marked and dirty with paint observed to be flaking off in the nappy area. This may prevent effective cleaning.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

##### General Safety:

1. The registered provider has stated that that radiator is not in use and a plan is in place for removal of this by an electrician.
2. The registered provider has contacted a contractor to complete maintenance work in August. The toilet is out of order until it is fixed.

### Infection Control:

3. Waterproof covers were purchased to protect the mattresses, and they will be disinfected after each use. The infection control policy was reviewed.
4. A contractor has been contacted to provide a quote for works to be completed in August.

#### Supporting documentation submitted

##### General Safety:

1. None
2. Photograph submitted.

### Infection Control:

3. Photographic evidence submitted.
4. none

### Summary Comment

The corrective and preventative actions submitted by the registered provider have been sufficient to address the non-compliances in point 3 and it is acknowledged that there is a plan to address points 1, 2 and 4 these will be reviewed on the next inspection.

### 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.*

#### Compliance Information

- (1)
- (a) A first aid box was safely stored in an easily accessible and conspicuous position within the premises. First aid boxes were located in each care room and centrally within the kitchen.
- (b) The first aid box was readily available to the adults caring for the children attending the pre-school service.

#### Non-Compliance Information

- (1) The registered provider did not ensure that any staff members trained in First Aid Response (FAR) was immediately available to the children at all times during the service opening hours. Records indicated that three staff members were previously trained in first aid response however the certificates expired in December 2024. A sufficient number of adults must be trained with First Aid Responder training and available to children at all times should a medical emergency arise. This was also noted as a non-compliance on the inspection dated November 2022, actions put in place by the registered provider did not prevent a recurrence.

#### Corrective & Preventive Action submitted by the Registered Provider

##### Corrective and Preventive Action

- (1) The registered provider provided evidence that a first aid course has been undertaken while they await First Aid Response training which is scheduled for July. Further evidence was submitted via the CAPA 1 process stating that six members of staff were now certified in FAR training. A new checklist has been implemented to list all staff trainings.

##### Supporting documentation submitted

- (1) Documentation was submitted.

### Summary Comment

The corrective and preventative actions submitted by the registered provider have been adequate to address the non-compliance under Regulation 25.

### 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.
- (2) The record referred to in paragraph (1) shall be open to inspection by-
- (c) an authorised person.
- (4) A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the premises.

### Compliance Information

- (1)
- (b) A record was available indicating the number, type and maintenance of firefighting equipment with records demonstrating it was last serviced on 26 February 2025, and the number, type and maintenance of the mains powered smoke alarms throughout the service, these were last serviced on the 26 February 2025.
- (2)
- (c) The registered provider ensured that the fire drill and maintenance records were available for review by the Inspector.
- (4) A notice of procedures was displayed throughout the service indicating the procedure to be followed in the event of a fire.

### Non-Compliance Information

- (1)
- (a) A review of records and conversation with staff showed that fire drills are not conducted on a monthly basis as required. The record showed that the last fire drill was conducted in 2022, monthly records were available

for the previous years. This poses a potential risk to the safety of the children in the event of a fire. An Immediate Action Notice was issued to the Registered Provider on the 19 June 2025 due to this significant risk.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

- (1)
- (a) A fire drill was conducted following the inspection on 18 June 2025. Responsibility for monthly fire drills have been allocated to a staff member.

### Supporting documentation submitted

- (1)
- (a) Documentary evidence submitted.

## Summary Comment

The corrective and preventative actions submitted by the registered provider have been adequate to address the non-compliance under Regulation 26.

## 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 that the premise was insured as a full day care service for the maximum number of children registered. The certificate viewed had an expiry date of 27 March 2026.