

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015DY328
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<b>Name of Service:</b>	Leeson Park Creche & Montessori
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<b>Address of Service:</b>	39 Leeson Park, Ranelagh, Ranelagh, Dublin 6, Co. Dublin
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<b>Eircode:</b>	D06 CX63
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<b>Name of Registered Provider:</b>	Mícheál O'Ceallaigh
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<b>Service type:</b>	Full Day
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<b>Date of Inspection:</b>	20/01/2026
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<b>No of pre-school children:</b>	AM	18	PM	18
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<b>Address of the Early Years Inspectorate:</b>	1st floor Trinity Building, IDA Business Park, Southern Cross Road, Bray, Co. Wicklow.
<b>Inspection undertaken by:</b>	S. Quigley & H. Sutherland
<b>Title:</b>	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).

<b>Conditions if applicable</b>	Not applicable
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### Description of service

Leeson Park Creche and Montessori is a private childcare service which was first established in 2006. Full day care is provided to children aged one to six years of age. The hours of operation are between 8am and 6pm Monday to Friday. The service operates from the lower ground floor of a period style domestic dwelling which is the registered provider's own home. The area has been purposely adapted to accommodate the early years service. Care and education are delivered across three rooms; there is no dedicated sleep room. Children have access to an enclosed garden to the rear of the premises.

### Staffing

The service currently employs seven staff members including a designated person in charge and an adult who works in an administrative role. The registered provider does not work directly in the service and was not present during the inspection. On the day of inspection six adults were present, five of whom were working directly with the children in the service.

### 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/ information and records/ health, welfare and development of child/ safety. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under Regulations 9, 11, 15, 16, 19, and 23; however, on inspection additional non-compliance which posed a risk was identified under Regulation 25. These findings are outlined within the relevant regulation within this report.

A sampling process was used to assess compliance under Regulation 15 – Record of a Pre-School Child and Regulation 16 – Record in Relation to Pre-School Service.

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 person in charge, staff and children who were present on the day of the inspection.

### Part III – Management and Staff

#### Regulation 9 – Management and recruitment

*(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

(2) Documentation was reviewed in respect of five adults who had commenced working in the service since Regulation 9 was last inspected on the 19 March 2025.

The following records were available for the adults:

(a) (b) The registered provider demonstrated that they had verified the references obtained from two sources for three of the adults, and from one source for the two other adults.

(c) Garda vetting disclosures were available for all adults employed. The service adhered to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda Vetting every three years.

(d) International police vetting was available for four of the five adults who required it.

(4) There was evidence that four of the staff members had attained at least a major award in Early Childhood Care and education at level 5 on the National Framework for Qualifications, or a qualification deemed to be equivalent. One adult who did not hold a recognised qualification held a letter of qualification recognition from the Department of Children, Disability and Equality (DCDE).

### Non-Compliance Information

- (2)
- (a) (b)
- Although it is acknowledged that a second reference was available for one of the adults, the reference had not been appropriately verified by the registered provider.
  - There was no second reference available for one adult working in the service.
- (3) A review of documentation evidenced the registered provider had not taken the required steps as outlined in Regulation 9(2)(a)(b)(c) to ensure that new recruits were suitable and competent before allowing them access to children as follows:
- One reference available for one adult had not been appropriately verified.
  - There was no second reference available for one adult working in the service.
  - The Garda vetting disclosure available for one adult had not been obtained prior to the adult commencing employment and working directly with the children in the service.

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

#### **Corrective and Preventive Action**

(2)(3)  
The second reference available had been verified by the Manager but she had not signed same. The manager has now done so. Although the Manager had repeatedly sought a second reference, the relevant did not respond. The Manager managed to contact another referee which is attached. The relevant person was not working directly with the children but undertaking household duties instead until their vetting arrived. their vetting validation came through within a day or two. Management have been reminded of the need to ensure all documents on the staff file checklist are in place before an employee starts.

#### **Supporting documentation submitted**

Supporting documentation was submitted and reviewed by the inspector.

### Summary Comment

The regulatory requirement has been met.

### 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 pre-school children attending the service during the inspection.
- (2) The registered provider ensured that the minimum ratio of adults to children was maintained in the service on the day of inspection. There were 16 children present in the service being supervised by 6 adults 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.*

### Compliance Information

(1)

A sample of documentation was reviewed by the inspectors in respect of twelve children in attendance to assess compliance relating to the records of preschool children maintained in the service. The sample of documentation reviewed evidenced that records were kept in writing in respect of pre-school children attending the service detailing the information outlined under Regulation 15(1)(a) to (i).

### Part IV – Information and Records

#### Regulation 16 – Record in relation to pre-school service

*(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:*

- (h) details of attendance by each pre-school child on a daily basis;*
- (i) details of staff rosters on a daily basis;*
- (j) details of any medication administered to a pre-school child attending the service with signed parental consent;*
- (k) details of any accident, injury or incident involving a pre-school child attending the service.*

### Compliance Information

(1)

- (h) Documentation reviewed evidenced that children’s attendance was being accurately recorded in the care rooms.
- (i) A staffing roster was available in the service and was reflective of the staff members present throughout the inspection.
- (j) Records of medication which had been administered in the service were available. A sample of the documentation was reviewed and contained the necessary details.
- (k) Records of accidents and incidents which had occurred in the service were available. A sample of the documentation was reviewed and contained the necessary details.

### 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

(1)(b)

On the day of inspection appropriate and suitable care practices were observed to be in place with the children. Meals and snacks were offered to the children regularly throughout the day. Morning snack was provided by the service as well as a hot lunch which was sourced from an external catering company and re-constituted on-site. The afternoon meal was provided by the parents or guardians of the children in attendance. Mealtimes were observed to be relaxed and sociable. Self-feeding was encouraged in the younger care rooms and staff assisted children where required. Staff encouraged older children to help in the preparation for mealtimes, handing out drinks and cutlery to their peers. Bibs were worn by younger children to protect their clothing. Staff encouraged the children to consistently handwash throughout the inspection and prompted children to clean their faces after meals and noses when necessary, providing assistance when required.

Younger children's nappies were changed routinely and as needed with staff observed to use these opportunities for warm one-to-one interactions. Older children were supported and encouraged to use the toilet independently. Staff members addressed the children by name and prompted conversations throughout the day, speaking to them in gentle, warm tones. Children were comforted promptly if they became upset. Areas were available consisting of some matting and cushions where children could rest or take a break from other activities. The routine in place was observed to be child-led. Children were observed throughout the inspection moving freely around their environments choosing materials to play with which were all accessible at a low level in each care room.

Younger children were given the opportunity to sleep at a designated sleep time after dinner. Staff members stated that children would be accommodated for sleep outside this time if required. The children were made comfortable for sleep, with staff removing shoes and outer layers of clothing. Soothers and comforters were provided to the children who needed them. Staff described how they document information about the children in relation to diet, sleep and nappy changes on a daily chart to share with parents at the end of each day.

### 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

The inspectors found through observation of practice, review of documentation, discussion with staff and inspection of the premises that the registered provider had taken the following steps to safeguard the children attending:

##### General Safety:

The toys and play equipment observed in use by the children on the day of inspection were safe and in good working order. Cleaning products and hazardous materials were stored securely out of reach of the children. The entrances into the service were appropriately secured to prevent unauthorised access or a child exiting the service unsupervised.

##### Infection Control:

An infection control policy was in place to inform practice. Staff and children were observed to carry out consistent hand washing as appropriate. Staff stated appropriate exclusion periods for adults and children with infectious illnesses were implemented in the service as per the policy.

##### Safe Sleep:

Sleep logs were maintained in the cot rooms and the care rooms where children slept, and individual observations recorded breathing, colour, and position every ten minutes. The temperature of the rooms where children slept were maintained at the required temperature ranges.

##### Fire Safety:

The designated fire escape routes were clearly indicated and free from obstruction on the day of inspection. Staff members adequately outlined the evacuation procedures in place in the event of a fire and stated that fire drills are practiced regularly on a monthly basis.

#### Non-Compliance Information

##### General Safety:

1. A large metal step ladder was accessible to the children in the outdoor play area posing a risk of injury to a child should they access it or should the ladder fall.

2. Staff members were observed heating children's milk bottles to drink in the microwave, posing a potential risk of scalding to a child from hotspots.
3. Powdered infant formula was prepared by staff in the service during the inspection and given to a child in attendance, contrary to the Food Safety Authority of Ireland (FSAI) guidelines.

### Infection Control:

During the inspection, a number of practices in place and observations made by the inspectors were ineffective for infection control purposes, at variance with the infection control policies in place, and posed a risk of cross contamination as follows:

4. Polythene food preparation gloves were used during some nappy changes which do not provide an adequate barrier for infection control purposes and tear easily.
5. The bin in use for disposal of nappies was not pedal operated as required. The lid of the bin was partly sitting on top of one of the handwash sinks in use by the children and staff during the inspection.
6. A staff member was observed using a basket to store used nasal tissues in prior to emptying them into the bin.
7. The step in use at one of the children's toilets was heavily soiled and stained and required a deep clean.
8. The mat in use in the rest area of the Wobbler room was torn in parts exposing internal foam which could not be effectively cleaned.
9. Staff members did not remove the soiled gloves worn during a nappy change prior to re-dressing the child.

### Safe Sleep:

10. A staff member stated during discussions with the inspector that a child aged one year routinely sleeps on a stackable bed in the service where a standard cot or an appropriate floor bed is required.
11. The temperature of the Wobbler room was not routinely recorded before or during sleep time where children aged one year slept. A staff member who was supervising the children during sleep time stated during discussions with the inspector that they were unaware of where the thermometer was in the care room to check the room temperature during sleep time. It is acknowledged that the temperature of the Wobbler room was maintained between 18 - 22°Celsius during the inspection as required.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

#### General Safety:

1. The ladder has been removed.

2. The service have requested ready made formula from parents or cow's milk.
3. Bottles of milk will be heated in a bowl of warm water not the microwave.

### Infection Control:

4. The gloves have replaced with the correct gloves.
5. A new pedal operated nappy bin is in place in the children's bathrooms.
6. The basket has been removed and replaced with a pedal operated bin for nasal tissues.
7. The step has been replaced with a new step.
8. The mat has been replaced.
9. Staff members were reminded of the nappy changing policy in place.

### Safe Sleep:

10. The Wobblers room routine changed to accommodate a more flexible approach enabling sleeping children to be in a cot.
11. On the sleep chart a temperature box has been added to be checked every 10 minutes when children are sleeping. The service put the thermometer in a more obvious place with a sign over it.

A staff meeting was held with management and staff members in the service following the inspection to discuss areas of non-compliance.

### Supporting documentation submitted

Supporting documentation was submitted by the registered provider and reviewed by the early years inspector.

### Summary Comment

The regulatory requirement has been met. The actions outlined will be assessed on the next inspection of the service.