

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



**Tusla I.D:** TU2015GY249

**Name of Service** Sunflowers Montessori & Creche

**Address of Service:** Killeroran Rd,  
Ballygar,  
Co. Galway.

**Email Address:** sunflowermontessori@outlook.ie

**Name of Registered Provider:** Ms. Fiona Lally

<b>Type of Proposed Service:</b>	<b>Full Day Care</b>	<input checked="" type="checkbox"/>	<b>Part-Time</b>	<input type="checkbox"/>	<b>Sessional</b>	<input type="checkbox"/>
	<b>Drop-In</b>	<input type="checkbox"/>	<b>Childminding</b>	<input type="checkbox"/>	<b>Temporary</b>	<input type="checkbox"/>

**Proposed change:** Change of number of children the service can accommodate at any given time, from 40 to 42

**Proposed Number of Children:** 42

**Recommended Change Following Inspection:** 42 preschool children can be catered for at any given time.

**Registered change:** Change in number of children that can be accommodated from 40 to 42

**Date of Inspection:** 1 2 0 7 2 0 2 3

**Inspection undertaken by:** S. Meehan.

**Title:** Early Years Inspector.

**Tusla Early Years Inspectorate Address:** Clinical & Administration Building, Block A - (1st Floor-Green Corridor), Merlin Park, Galway.

### Rationale for Inspection: Proposed Change of Circumstance

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

<b>Registration Status:</b>	Registered Full Day Care Service for 42 Children
<b>Date of Registration</b>	19 <sup>th</sup> July 2023

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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).

<b>Description of Service</b>	This privately owned pre-school was established in 1992. The service currently offers the option of full day care and part time care provision from 8 am to 6 pm and an Early Childhood Care and Education (ECCE) pre-school care programmes from 9 am to 12 pm from Monday to Friday. The service caters for children aged between 0 to 6 years of age. Additionally, an afterschool programme from 1.30 pm to 6 pm. A breakfast club from 8 am to 9:30 am is offered and a school aged service from 1:30 pm to 6 pm.
<b>Premises</b>	The preschool service is in the village of Ballygar, Co. Galway. There are 2 playrooms – the Sunflower crèche room and the Montessori room. The service has a designated sleep room and a dedicated dining area for the younger children. The pre-school children have access to secure outdoor play areas to the rear of the premises for play activities and exploration.
<b>Staffing</b>	The registered provider is the person in charge and on the premises daily and there is a named designated deputy. There are 11 adults and the registered provider working directly with children and an ancillary person.
<b>Methodology</b>	<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>
<b>Acknowledgements</b>	The Inspector wishes to acknowledge the cooperation of the registered provider, person in charge, staff and children who were present on the day of the inspection.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

### 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:**

(1)(a) The requirement has been met. The service has designated person in charge and a named deputy.

### 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:**

(1) The registered provider proposes to maintain the minimum ratio of adults to children.  
The registered provider proposes that there will be forty-two pre-school children, aged between 1 to 5 years, being cared for by 11 staff members and the registered provider in the proposed increase in numbers in the service.

### 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.

(3) A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph (2) applies, shall ensure that—

(a) a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises

**Requirement met:**

The requirement has been met.

(1)(a) On the day of inspection, play equipment and materials were inviting and easily accessible in the proposed playroom namely the Montessori room and the Sunflower room.

- The Montessori room was laid out with various areas of interest which included a practical sensory area, snack area, writing and language area, construction area, show / tell area, natural materials section, arts/ crafts, nature area, real life and imaginary play section with dress up and household appliances. There were age-appropriate child size chairs for table top activities.

	<ul style="list-style-type: none"> <li>The Sunflower Creche room was divided into two separate areas. A baby gate allowed access to the under 1 year old part of the room. In this section there were soft floor mats, push and pull toys, sit in and play toys, ride on toys, puzzle cube, musical toys and books.</li> <li>In the second section of the room there was a large playhouse, toy kitchen, art materials, dolls, ride on toys, soft toy area, book corner, trucks, farm animals, dress up and a reading snug.</li> <li>There was a soft seated area in the room with a mic of highchairs and child sized tables and chairs.</li> </ul> <p>(b) The service will be catering for children over 1 years of age. Standard cots were available, 4 in total in a sleep room off the sunflower creche room.</p> <p>There was a safe sleep policy that detailed temperature, lighting, ventilation, space between cots and child safety requirements as per the ‘safe sleep for under 2’s best practice guidelines for childcare services policy’. Sleeping children were monitored and a log was maintained.</p> <p>(3)(a)</p> <ul style="list-style-type: none"> <li>Play equipment and materials provided in the outdoor area supported a range of physically energetic activities and play experiences. There was a combination of concrete and grass surfaces in the outdoor play areas to the rear of the premises. There was a real-life mud kitchen, slides, planted tyres, children’s chairs, sand pit area, a fairy fort, and wooden hut with fairy lights, 2 life size chefs and a pig, a sheltered area, play houses, tractors, helmets, see saws, ride on toys, a basketball hoop and a wooden shed for storage. There was a large green house where children were involved in planting different types of vegetables. The children spent a substantial time playing in the outdoor areas and were supervised by adults.</li> </ul>
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### 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:

There is evidence of the policy on healthy eating, the registered provider stated that healthy eating will be promoted within the service.

For children attending full day care, food will be prepared, cooked, and stored on site in the service kitchen.

Nutritious meals and snacks will be served at regular times, but there is flexibility.

Clean and safe drinking water at drinks stations will be always available and accessible to children.

There will be a designated fridges for the safe storage of perishable food from children’s lunch boxes, for their snack times.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

### 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:

- The main entrance gate for the outdoor pre-school was secured to prevent the public having access to children and ensuring children could not exit the service unsupervised.
- Heavy equipment and furnishings were anchored appropriately and cables were out of reach of children or secured.
- The registered provider had a fridge for the storage of perishable items from children’s lunch boxes.
- Hand washing facilities were provided with a supply of warm water, liquid hand soap and disposable paper hand towels. Thermostatically controlled warm water not exceeding 43° C to facilitate hygienic hand washing without risk of scalding the children was available to facilitate hygienic hand washing.
- There was a cleaning schedule available and a sample cleaning record.
- The doors into the kitchen, staff toilet and storage areas had a system of security and were thereby inaccessible to the children.
- All cleaning agents and equipment were stored inaccessible and out of children’s reach.
- The registered provider proposed to complete a daily risk assessment.
- A health and safety policy was available which included a risk assessment system.
- The service risk assessment system ensured toys and equipment were checked to ensure that they were not broken, in a clean condition and maintained in a good state of repair.
- The registered provider advised that the outdoor play equipment would be cleaned after each child’s use and prior to each child’s use - with documented records maintained. A sample documented risk assessment of the outdoor play areas was available for review.
- There were no pits or ponds in the outdoor pre-school area to cause any risk of danger to pre-school children.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

### 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) Two adults working in the pre-school service have a current first aid responder qualification.
- (2)(a) There were 2 large suitably equipped first aid boxes stored in an easily accessible, conspicuous position in the pre-school.
- (b) The 2 first aids boxes were readily available with content items in date.

### 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:

The requirement has been met.

- (1)(a) Arrangements were in place to record monthly fire drills the last recorded fire drill was the 14/06/2023.
- (b) A record of the number, type, and maintenance record of firefighting equipment in the service was on file.  
Records indicated that the firefighting equipment was annual serviced on the 11/01/2022.  
Records indicated that the smoke and fire detection system was annual serviced on 11/01/2022.
- (4) A notice of the procedures to be followed in the event of a fire was displayed at the entrance to the pre-school.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

### Part VI – Safety

#### Regulation 28 – Insurance

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

#### Requirement met:

The requirement has been met:

The service's insurance with expiry date 27/03/2024 was for a full day care service for 42 children and included the following -

- public liability insurance.
- insurance against fire and theft.
- buildings insurance.

### 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) From a visual inspection the premises were of sound and stable structure.
- (b) The pre-school service was safe and secure.
- (c) The warm water in the proposed designated sanitary area was maintained at a safe temperature and no greater than 43°C.
- (d) The outdoor pre-school had play and work equipment that was clean and in good repair.  
Cleaning equipment was safely stored away from the pre-school children in designated inaccessible secured storage areas.  
There was a proposed cleaning schedule available for inspection.  
From observation, all areas were maintained in a clean and hygienic condition.
- (e) Adequate and suitable sanitary facilities were provided for the proposed outdoor pre-school.  
The pre-school service had a designated children's toilets with a designated children's wash hand basins.  
Liquid soap dispensers and paper hand towels in designated dispensers were within easy access to a pre-school child.  
Foot pedal lidded bins were provided in the sanitary area.

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## Inspection Due to a Proposed Change of Circumstances

### 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.
- (3) A registered provider of a sessional pre-school service or a pre-school service in a drop-in centre shall ensure that a minimum of 1.818 square metres of clear floor space is available for each child attending the service.
- (4) Where a registered provider contemporaneously provides—
- a sessional pre-school service, and
  - a full day care service or a part-time day care service, or both, the minimum clear floor space applicable for the duration of the sessional preschool service in respect of the children attending that service shall be the floor space specified in paragraph (3).

#### Requirement met:

The requirement has been met.

(1) Adequate floor space is provided in the Sunflower and Montessori playrooms for the free movement of children to work and play.

(2) The registered provider ensured that the minimum clear floor space is adhered to for preschool children.

(3) & (4) The measurements of the 2 playrooms are as follows:

#### Sunflower Room:

The room measured 56 meters squared, which allows a maximum of 22 preschool children on a sessional basis.

Children aged 1-2 years of age allows a maximum 20 on a full day care or part time basis.

Children aged 2-3 years of age allows a maximum of 24 on a full day care or part time basis.

#### Montessori Room:

The room measured 62 meters squared, which allows a maximum of 22 preschool children on a sessional basis.

Children aged 3-6 years of age allows a maximum of 27 on a full day care or part time basis.

#### Designated Sleep room:

The room measured 12 square meters.