

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



**Tusla I.D.:** TU2015MH199

**Name of Service** The Willows Montessori

**Address of Service:** Castle Glen, Donacarney, Co. Meath

**Email Address:** thewillowscreche@gmail.com

**Name of Registered Provider:** Vicki Matthews

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

**Proposed change:** Change in number of children that can be accommodated 31 to 44.  
Change in Age Profile from 1-6 years to 2-6 years

**Proposed Number of Children:** 44 children

**Recommended Change Following Inspection:** Change in number of children that can be accommodated 31 to 44.  
Change in Age Profile from 1-6 years to 2-6 years

**Registered change:** Change in number of children that can be accommodated 31 to 44.  
Change in Age Profile from 1-6 years to 2-6 years

<b>Date of Inspection:</b>	1	3	1	1	2	0	2	4
----------------------------	---	---	---	---	---	---	---	---

**Inspection undertaken by:** AM Cunningham

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:** Meath Child& Parent, Support Hub, Commons Road,  
Co. Meath

**Rationale for Inspection:**  
**Proposed Change of Circumstance**

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

<b>Registration Status:</b>	<b>Registered Sessional Service for 44 children</b>
<b>Date of Registration</b>	<b>30<sup>th</sup> December 2024</b>

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



### 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 sessional service was established in 2006 and is situated in a rural village setting. A sessional service is provided to children aged between 2- 6 years and is open Monday to Friday from 09:00-12:30hrs in the Yellow and Blue Room with an extra half hour available if required and 9.30am to 1pm in the Purple Room for 38 weeks of the year. A school aged service is also available.
<b>Premises</b>	The pre-school is in a purpose-built premises in a private residential housing estate close to Mornington Co. Meath. Three pre-school rooms, a kitchen and an office are provided. An outdoor play area is located to the rear of the premises.
<b>Staffing</b>	Seven staff members are employed in the service which includes the manager and one staff member providing AIM support.
<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 manager, 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 a 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:

The requirement has been met.

The manager states that:

In the **Yellow Room**, 2 staff member will care for 17 preschool children aged between 2 years 8 months and 5 years.

In the **Blue Room**, 2 staff members will care for 16 preschool children aged between 2 years 8 months and 5 years.

In the **Purple Room**, 1 staff member will care for 11 preschool children aged between 2 years and 3 years.

The manager will also be present to provide support to both care rooms.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

### 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.

#### Requirement met:

The requirements of this regulation have been met.

(1)(a) Adequate and suitable facilities have been provided for children to play indoors during the day. A range of toys and equipment are available in the care rooms. An outdoor area which is safe, secure and suitable has been provided which is walled by the buildings and gated.

(b) Adequate and suitable facilities are provided for the children to rest on if required. There is a cosy corner with a large soft mat and cushions.

### 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:

The requirement has been met.

All children in the service will be attending on a sessional basis for three hours. The children will bring in lunches for their morning snack and these will be stored in the fridge. The children have access to their own drinks.

# 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 inspector did not identify any hazards that would impact the health, safety or welfare of the children attending the service. It appeared that appropriate measures had been undertaken in the service to ensure the safety of the children, for example.

- Access to the preschool is by ringing the bell to the service and persons gain access by approval from staff.
- All cleaning agents will be stored in a high cupboard in the sanitary accommodation out of reach of children.

### 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) The registered provider has ensured there is an adult with up to date First Aid Responder (FAR) training on the premises. Three valid FAR certificates are available for inspection.
- (2)(a) An adequately stocked first aid box is provided in the service.
- (b) The first aid box is available to the pre-school children at all times.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

### 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) There is a log in place to record any fire drills that will take place.

(b) There is a written record of the number type and maintenance record of firefighting equipment and smoke alarms dated September 2024.

(4) There is a notice displayed of the procedures to be followed in the event of a fire.

### 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.

Insurance is in place for the preschool children which covers a maximum of 44 children and expires on the 27/3/25.

### 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 was partially met on the day of inspection.

(a)The service is operating from a premises which appears to be structurally sound.

(b)The service is safe and secure with a locked entrance and a staff member approves access. The outdoor areas are walled and secured.

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

	<p>(c) Lighting is provided by means of natural light and supplemented with covered fluorescent lights in the Yellow Room, Blue Room and Purple Room and in the sanitary accommodation area. There are openable windows in the care rooms and one small openable window in the sanitary accommodation. The room temperature in the care room is adequate and comfortable. Heating is by means of gas underfloor heating.</p> <p>(d) The premises, toys and equipment are in a clean condition and in good repair. Cleaning schedules are available.</p> <p>(e) Adequate and suitable sanitary accommodation is provided for the number of children in nappies and toilet trained i.e.</p> <ul style="list-style-type: none"> <li>• 3 toilets and 3 hand basins in the sanitary accommodation (taking into consideration 1 toilet and sink available to every 11 children attending)</li> <li>• A nappy changing area was available within the sanitary accommodation with a sink.</li> <li>• A staff toilet with mechanical ventilation was available in the hallway from the preschool rooms.</li> <li>• The sanitary area has a supply of liquid soap and a wall mounted paper towels.</li> <li>• Additionally, there is one sink in the care rooms.</li> </ul>
<b>Requirement not met:</b>	<p>(c) The mechanical ventilation in the children's sanitary accommodation was not working.</p> <p>(e) The water at the sinks in the sanitary accommodation for the children was cold.</p>
<b>Response from Provider:</b>	<p>(c) New mechanical ventilation installed, report attached.</p> <p>(e) The water is now warm and not exceeding 43C, plumber report attached.</p>
<b>Summary Comment:</b>	<p>The registered provider submitted documentary evidence of the installed mechanical ventilation in the sanitary accommodation and water temperatures warm and not exceeding 43C. This requirement has now been met.</p>

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## 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.
- (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) a sessional pre-school service, and

#### Requirement met:

(1) There is adequate clear floor space available for the safety, play and movement of the increased number of pre-school children proposed to attend the service.

(3)(4) The requirement has been met.

There is a floor space of 36m<sup>2</sup> in the **Yellow Room.**

There is a floor space of 34 m<sup>2</sup> in the **Blue Room.**

There is a floor space of 25m<sup>2</sup> in the **Purple Room.**

which is adequate to accommodate 44 pre-school children attending on a sessional basis.