

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



**Tusla I.D.:** TU2015MH211

**Name of Service** Windmill Nursery & Montessori School

**Address of Service:** Windmill Road, Beauparc, Navan, Co. Meath, C15 KD5K

**Email Address:** windmillnursery2004@gmail.com

**Name of Registered Provider:** Tracy Moore

<b>Type of Proposed Service:</b>	<b>Full Day Care</b>	✓	<b>Part-Time</b>	✓	<b>Sessional</b>	✓
	<b>Drop-In</b>		<b>Childminding</b>		<b>Temporary</b>	

**Proposed change:** Change in number of children the service can accommodate from 39 to 44 pre-school children

**Proposed Number of Children:** 44

**Recommended Change Following Inspection:** The service can accommodate 44 children.

**Registered change:** Change in number of children from 39 to 44 children

<b>Date of Inspection:</b>	0	2	0	3	2	0	2	6
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**Inspection undertaken by:** D. Murray

**Title:** Early Years Inspector

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

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

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

**Registration Status:** Registered Full Day, Part-Time & Sessional Service for 44 Children

**Date of Registration** 12 March 2026

**Authority to Inspect**

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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>	Windmill Nursery & Montessori School provides a full day care service to children from 0 to 6 years and participates in the Early Childhood Care and Education Programme (ECCE). The service consists of 3 care rooms with 3 outdoor spaces. The registered provider proposes the following: To extend the Wobbler room to accommodate an additional 5 children.
<b>Premises</b>	The service consists of the following rooms: Downstairs: The Wobbler room facilitates the care of children from 1 to 2 years. The Toddler room accommodates children from 2 to 3 years. Upstairs: The Montessori Room provide care and education to children from 2 years 8 months to 5 years. There is a separate entrance to this room from the side of the building. Other facilities include a cot room, kitchen, children and staff sanitary facilities. Outdoor spaces are located of the Wobbler and Toddler rooms along with a large grass area for the older children.
<b>Staffing</b>	The registered provider employs a deputy person in charge and along with 7staff members.
<b>Methodology</b>	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.  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.
<b>Acknowledgements</b>	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



Child and Family Agency Act 2013  
Child Care Act 1991 (Early Years Services) Regulations 2016

Version 05  
Implemented- Aug 2022  
EYI-IR12.23 F07 FFP (CIC)

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### 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:

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:

The requirements have been met.  
The requirement has been met. The registered provider employs a deputy person in charge along with 7 staff members to work directly with the proposed 44 children attending the service. The registered provider is aware of the ratios under reg 11 and has advised of the staffing levels in each care room.

### 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) Play materials and play equipment in the Wobbler room are visible and easily accessible to the children on open shelving at their height which supports children to have choices in selecting materials and equipment to play with. The room is well resourced and has areas of interest with supporting equipment which incorporated

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natural/sensorial materials and a range of suitable toys. Tables and chairs are appropriate to the age and stage of development of pre-school children attending the room.

(b) Soft mats and cushions are available in the care room should a child wish to take a break from activities to rest during the day. A cot room with 9 cots is available off the Wobbler room for the younger children requiring sleep. Stackable beds are available and placed in the Wobbler room for the older children requiring sleep.

(3)(a) Three outdoor play areas are available, two are directly accessible from the Wobbler and Toddler rooms with play equipment suitable for the age and stage of development of the children attending these rooms. The Montessori Room has access to the large grass area.

Equipment in the area off the Wobbler room include plastic swing, kitchen, children's table and chairs, push and ride along toys and a tuff tray. A partially sheltered area permits outdoor play in all types of weather.

### 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.

The service provides all food for the children attending the service which will be cooked onsite. There is a 4-week menu plan with a large variety of dishes ranging from meat, chicken and fish. There is also a Healthy Eating Policy available for the service.

### 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.*

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<b>Requirement met:</b>	<p>The requirement has been met.</p> <ul style="list-style-type: none"> <li>On the day of inspection both the indoor and outdoor environment appeared safe. Risk assessments will be conducted on a regular basis. The registered provider has a clear understanding of her role and range of responsibilities to ensure the health, safety and welfare of the children.</li> </ul>
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### 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.

<b>Requirement met:</b>	<p>The requirement has been met.</p> <p>(1) An adequate number of staff have up to date First Aid Responders course and will be available at all times to the children attending the pre-school service.</p> <p>(2)(a) and (b) The first aid boxes were suitably equipped and were safely stored in a readily accessible and conspicuous position in the care rooms and will be available at all times.</p>
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### 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.

<b>Requirement met:</b>	<p>The requirement has been met.</p> <p>(1)(a) A template is available to record fire drills that take place in the service.</p>
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(b) A record was maintained of the number, type and maintenance of the firefighting equipment and smoke detection system in the service. The firefighting equipment was last serviced on the 09/07/2025. The mains powered smoke alarms were last serviced on the 04/02/2026.

(4) A notice of the procedures to be followed in the event of a fire is conspicuously displayed on the premises.

### Part VI – Safety

#### Regulation 28 – Insurance

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

#### Requirement met:

An insurance quotation was submitted to the Registration Team prior to this inspection. The registered provider must ensure that adequate insurance is in place prior to the commencement of the change. The change approval is contingent on the registered providers compliance with Regulation 28.

### 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) The premises appeared to be structurally sound as no defects were observed.

(b) The door to the service is secured and the outdoor spaces are enclosed by walls and fencing with secure gates. These security measures ensure that a child does

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	<p>not exit unsupervised and restricted unauthorised persons from gaining access to the service and outdoor spaces.</p> <p>(c) Windows provide natural lighting to the care room. The natural light can be augmented with artificial ceiling lighting as required. Ceiling lights were fitted with shatter proof coverings.</p> <p>Heating is provided through under floor heating downstairs. The temperature of the Wobbler room was 20°C on the day of inspection.</p> <p>Natural ventilation is provided by opened doors and windows. There is also mechanical ventilation in the sanitary areas.</p> <p>(e)The children’s sanitary facilities consisted of the following:</p> <p>Downstairs:</p> <p>Two children’s toilet closets and two sinks.</p> <p>A nappy changing area with 2 changing stations and 2 sinks.</p> <p>One staff toilet and 1 sink.</p> <p>Upstairs:</p> <p>Two children’s toilet closets, 2 sinks and 1 free standing nappy changing unit.</p> <p>Warm water not exceeding 43°C, liquid soap and paper hand towels is provided in all sanitary facilities. Sinks for hand washing are also available in the care rooms.</p> <p>Pedal bins are provided for the disposal of contaminated waste.</p>
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### 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.*

**Requirement met:**

The requirement has been met.

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(1) There is adequate clear floor space available in the service for the work, play and movement of the 44 children.

The proposed Wobbler room has a clear floor space of 34.905m<sup>2</sup>.

This provides sufficient space for the proposed 5 extra children resulting in a total of 10 children between the ages of 1 to 2 years availing of the full day care service.