

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

Email Address: windmillnursery2004@gmail.com

Name of Registered Provider: Ms Tracy Moore

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| Type of Proposed Service: | Sessional | | Part-Time | | Drop-In | |
| | Full Day Care | ✓ | Childminding | | Temporary | |

Proposed change: Proposed change in number of children the service can accommodate from 35 to 39 preschool children

Proposed Number of Children: 39

Registered change: Change in number of children that can be accommodated from 35 to 39.

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| Dates of Inspection: | 1 | 1 | 0 | 9 | 2 | 0 | 2 | 3 |
| | 1 | 0 | 1 | 0 | 2 | 0 | 2 | 3 |

Inspection undertaken by: Anne Marie Cunningham

Title: Early Years Inspector

Tusla Early Years Inspectorate Address:
 Family Resource Centre
 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 Care Service for 39 Children

Date of Registration: 16th October 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).

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| Description of Service | Windmill Nursery & Montessori School is established since 2004 and is located in a rural area within the local community. The service provides full day care, sessional and school aged childcare and education for pre-children from 6 months to 6 years and school aged. The service operates from 7:30am – 6:00pm each weekday and caters for a maximum of 35 pre-school children per day, the service proposes to accommodate 39 preschool children. |
| Premises | The Early Years' Service is situated adjacent to the registered providers own home. There are three care rooms in the premises, namely, the Toddler Room, and the Pre-Montessori room are situated on ground floor level and a sessional (ECCE) service is facilitated on first floor level with a separate access from the side of the building. A sleep room, kitchen/ dining area, sanitary facilities are also available. The outdoor area consists of two small hard surfaced (younger age group) and one large grass surfaced (older age group) areas. |
| Staffing | Eight staff are employed in the service which includes the registered provider, a cook is also employed. The registered provider proposes to employ an additional staff member due to the proposed increase in number of children attending interview process has taken place. |
| Methodology | <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 two themes; Governance, and Safety.</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 presented to the Registration Panel for consideration of a decision in relation to the service receiving continued registration. 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> |
| Acknowledgements | 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.

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:

(1) The registered provider was aware of the minimum ratio of adults to children specified in Part 1 of Schedule 6 is maintained at all times to ensure that an adequate number of adults work directly with the pre-school children in the service. There are eight staff members who provide direct care to children employed in the service to care for the proposed 39 children and an additional staff member has been recruited but this staff member has not commenced in the service on the day of inspection.

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.

(2) A registered provider—

(b) of a full day care service, a part-time day care service, a sessional preschool service or a childminding service that moves premises on or after 30 June 2016, shall ensure that a suitable, safe and secure outdoor space to which the preschool children attending the service have access on a daily basis is provided on the premises.

(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 or

(b) where no such space is provided, the preschool children attending the service have access on a daily basis to an outdoor service.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

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| Requirement met: | <p>The requirement has been met.</p> <p>(1)(a) The three pre-school rooms were laid out with some defined interest areas including a home corner, construction area, arts and crafts area, and a library area. Equipment and play materials available were easily accessible and visible to the children on open low-level shelves.</p> <p>(b) Soft matting was provided in the library area of the Toddler and Pre Montessori rooms to create rest areas should a child wish to take a break from play activities to rest during the course of the day.</p> <p>Two sleep rooms were available, one room with five cots and a second sleep room with 10 stackable beds.</p> <p>The registered provider also demonstrated an awareness of the requirement to carry out and document physical checks on all sleeping children at least every 10 minutes, in keeping with national best practice safe sleep guidelines. The registered provider was aware that the ambient air temperature of the pre-school rooms must be maintained in the safe range of 18-22°C when all children are awake and between 16-20°C when a child is sleeping.</p> <p>(3)(a) Three outdoor play areas were available, two were directly accessible from the care rooms i.e. Toddler room and Pre Montessori Room which was equipped with a range of outdoor play materials. A large grass area to the side of the premises including a large wooden climbing frame, a mud kitchen, a large digging patch, a covered sand pit, covered areas for children to be protected from direct sunlight and rain when required, a track was marked out for cars or ride on toys.</p> |
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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:

A hot meal will be provided on a daily basis for children attending a full day care service. A cook will prepare meals daily. A menu plan was available. Breakfast and snacks will be available. Children attending on the ECCE programme will bring their lunch from home.

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.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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| Requirement Met: | <ul style="list-style-type: none"> • The front door will be secured and opened solely by a member of staff to control access to the service. A keypad was present on the main entrance door and the door to the upstairs Montessori room, and staff have the code. • Gates at the outdoor area are secured, fencing and walls surround the outdoor areas. • Emergency exits are unobstructed. • All storage areas have been made inaccessible to pre-school children. |
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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 is available to the children attending the pre-school service at all times.

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| Requirement met: | <p>The requirement has been met.</p> <p>(1) The service provided evidence that two staff members had up to date First Aid Responders (FAR) course. The registered provider gave assurance that one would be on at all times.</p> <p>(2)(a) A suitably stocked first aid box was provided in the service and was located in a secure but accessible place.</p> <p>(b) The first aid box was available to the pre-school children 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.

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| Requirement met: | <p>The requirement has been met.</p> <p>A record sheet was available to record fire drills.</p> <p>(b) A maintenance certificate for the fire extinguishers and smoke alarms was available. The fire extinguishers maintenance certificate was dated 8th August 2023 and the smoke alarms were last serviced on the 3rd June 2023.</p> <p>The fire assembly point was clearly identified and a notice of the procedures to be followed in the event of a fire displayed.</p> |
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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.
There was adequate insurance cover for a maximum of 39 pre-school children with an expiry date 27th March 2024.

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 met on inspection.

(a) The premises appeared to be in good condition throughout.

(b) The entrance doors leading into the service are kept locked at all times during the operational hours of the service. A code keypad was present on the main entrance door and Montessori room.

(c) Lighting
The premises was adequately lit by means of natural lighting supplemented by artificial lighting.
Heating
The premises was heated by means of oil underfloor heating system. The ambient temperatures of the care rooms and the sanitary accommodation were within the optimum care room temperature range of 18-22°C on the day of inspection.
Ventilation
Ventilation was predominantly provided by means of openable windows and mechanical vents in the Montessori room sanitary accommodation. All rooms benefitted from openable windows.

(d) Up to date documented cleaning schedules were on display in the service.

(e) A total of 4 toilets serviced with 4 wash hand basins provided adequate and suitable sanitary accommodation for the number of toilet trained children in the service. One nappy changing station serviced with 1 wash hand basins was available which is sufficient to meet the needs of children in nappies in the service.

Liquid soap and paper hand towel were available for the pre-school children's and staff members' use.
 Separate sanitary accommodation consisting of 1 staff toilet and 1 wash-hand basin was provided for the staff members employed.

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) a sessional pre-school service, and*
 - (b) 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) There is adequate clear floor space available for the safety, play and movement of the children currently attending the service.

(2)
 The registered provider is aware of the minimum clear floor space requirements as specified in Schedule 7.

- The Toddler Room can facilitate the two additional children proposed, which would mean that 5 children would be present.
- The Pre Montessori-Room can facilitate the two additional children proposed which would mean that 12 children would be present.
- The Montessori Room can facilitate 22 preschool children.

The registered is aware of the space requirements for sessional and full day care children as outlined below and discussed with the registered provider.
 The minimum amount of usable clear floor space per child is available as follows:
 For Full Day Care Services and Part time services

- 0 - 1 year: 3.5 square meters clear floor space per child.
- 1 - 2 years: 2.8 square meters clear floor space per child.
- 2 - 3 years: 2.35 square meters clear floor space per child.
- 3 - 6 years: 2.3 square meters clear floor space per child.

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Inspection Due to a Proposed Change of Circumstances

For Sessional Pre-School Service

A minimum of 1.818 square meters of clear floor space per child for the duration of the Sessional Service for the children attending that service.

When the sessional/ECCE session is finished, the Full Day or Part-Time space requirement applies (2.35 or 2.3 square meters depending on the children's ages).