

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015MN028
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Name of Service:	Glenpark Montessori School
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Address of Service:	High Street, Mullach Glas, Monaghan, Co. Monaghan
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Eircode:	H18 PV21
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Name of Registered Provider:	Pauline Rooney
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Service type:	Full Day, Part Time, Sessional
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Date of Inspection:	12/03/2026
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No of pre-school children:	AM	42	PM	26
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Address of the Early Years Inspectorate:	No. 18 the Grange Plantation Walk Monaghan
Inspection undertaken by:	S. Skinnader
Title:	Early Years Inspector

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).

Conditions if applicable	Not Applicable
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Description of service

Glenpark Montessori School was established in 2000 as a privately run childcare service. The service provides full day care, sessional and part-time care to pre-school children from 0 - 6 years of age. The service operates from 8am-6pm Monday - Friday. The service is situated in a purpose-built building in a housing estate in Monaghan town. There are 4 Preschool Rooms 3 of which are currently open, sanitary accommodations, an office, a sleep room and a kitchen. To the rear of the building there is an outdoor play area.

Staffing

There were 12 staff including the registered provider and 3 students in the service. All 12 staff members including the registered provider work directly with the children. One student also worked with the school aged children.

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

A sampling process was used to assess compliance and as a result, the scope of the inspection included the Busy Bees and Ladybird Rooms in relation to Regulation 19. All rooms were including in relation to Regulation 11, 23 and 29.

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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 inspector wishes to acknowledge the cooperation of the deputy 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

(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,
- (b) at all times during the period when the pre-school service is being carried on, the designated person in charge or the named person referred to in subparagraph (a) is on the premises, and

(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

(1)(a) & (b) The service had a designated person in charge and a system in place to designate a named deputy person to deputise as required. The deputy person in charge was on the premises for the duration of the inspection.

There were 12 staff files and 3 student files presented for inspection.

(2)(a) & (b)

- There were 2 written and validated references from a past employer or an alternative source available for 10 members of staff and 2 students.
- One student had 2 written references.
- One staff member had 1 written and validated reference and 1 written reference.

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- One staff member had 1 written reference.

(c) Documentary evidence of a processed Garda vetting disclosure was available for all 12 staff members and the 3 students in the service and 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) Following a review of the staff files presented on the day of inspection, international police vetting was available for 1 of the 3 staff members who had resided outside the jurisdiction for a period of greater than 6 months as an adult.

(4) Documentary evidence was available to demonstrate that all 12 members of staff, who worked directly with the pre-school children had a minimum Level 5 childcare qualification.

Non-Compliance Information

(2)(a) and (b)

- One student did not have their 2 written references validated.
- One staff member did not have 1 of their written references validated.
- One staff member required a second written and validated reference.

(d) Two members of staff who had resided outside the Irish jurisdiction for a period of 6 months or more as an adult did not have international police vetting.

(3) The registered provider did not ensure that all vetting procedures as specified above were carried out prior to any person being appointed or having access to the preschool children.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(2)(a) and (b)

The registered provider has validated the two references required for the student.

The registered provider has validated one of the staff members written references.

The registered provider has validated a second reference supplied by the staff member. The registered provider has introduced a mandatory pre-employment checklist to ensure all required documentation, including written references, are fully validated prior to a staff member commencing employment. The service has strengthened the recruitment procedure to ensure all references are obtained and verified prior to start dates.

(d) The registered provider spoke to the two staff members immediately and the process was started for the international police check. One of the staff members has completed their international police check. The other staff member has started the process. The registered provider has introduced a mandatory pre-employment

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compliance checklist, which includes international police vetting as a non-negotiable requirement prior to commencement.

(3) The registered provider acknowledges the non-compliance in relation to vetting procedures not being fully completed prior to appointment or access to preschool children.

Immediate corrective actions were taken to ensure all outstanding vetting requirements, including international police vetting where applicable, were completed without delay. No further staff are permitted access to children until full compliance is confirmed.

Supporting documentation submitted

Validation of references, reference x1 and international police vetting x 2.

Summary Comment

The Inspectorate has reviewed the corrective and preventative actions and supporting information submitted by the registered provider.

(2)(a) and (b) the response in respect of references has been accepted and the non-compliances addressed.

(d) International police vetting disclosure was submitted for the 2 staff members for whom it was required and the non-compliances addressed.

(3) The response is accepted and the non-compliance has been addressed.

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.

(8) Without prejudice to paragraphs (2) to (7)-

(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,

Compliance Information

(1) During the inspection there were an adequate number of adults working directly with the children attending the pre-school service.

(2) When the inspector arrived unannounced to the service there were 3 rooms in operation i.e. the Busy Bees, Butterfly and Ladybird Rooms.

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The following adult: child ratios were observed:

- Two staff in the Busy Bees Room with 9 children aged 2 years and 10 months to 3 years and 10 months. One student was also present in this room. The student moved to the Butterfly Room during the morning and a member of staff joined the Busy Bee Room from the Butterfly Room. In addition, the deputy in charge also spent some time during the day in this room.
- Three staff in the Butterfly Room with 18 children aged 3 - 5 years.
- Two staff in the Ladybird Room with 15 children aged 3- 4 years.

The preschool children from the Butterfly Room moved to the Ladybird Room in the afternoon for the remainder of the day and Butterfly Room was used for the school aged children.

(8) The registered provider ensured that there were 2 adults on the premises at all times.

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-

(a) each child's learning, development and well-being is facilitated within the daily life of the pre-school service through the provision of the appropriate activities, interaction, materials and equipment, having regard to the age and stage of development of the child, and

Compliance Information

There were 3 rooms in operation on the day of inspection namely the Busy Bees, Butterfly and Ladybird Rooms. The Creche Room was closed. For the purpose of this regulation sampling of Regulation 19 was carried out pertaining to the Busy Bees and Ladybirds Rooms.

(1)(a) The following examples demonstrate how the registered provider ensured that children's learning, development and well-being was facilitated within the service:

Basic needs:

- The children in both care rooms were observed to move freely and access their toys of choice.
- In the afternoon the children from the Ladybird Room had a change of environment to the outdoor area. The children were dressed appropriately to go outside.
- Nappies were changed in a timely manner and as required. Pleasant interactions were observed between the children and staff during nappy changing. The toilet trained children were encouraged to be independent with toileting and discreet supervision was also provided by staff as required. Gentle handwashing reminders were also given to the children in the various rooms after toileting, outdoor play and before meals.

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- Morning and afternoon snacks and dinners were brought in by the children. Snacks were observed to consist of fruit, yogurt, brioche, sandwiches, scones, pancakes crackers and cheese. For those children staying on a full day care basis the dinners that they brought in were reheated by the staff. Some snacks were available should a child forget their lunch.
- In the Busy Bees Room attention was given to personal care with hairs fixed and faces cleaned.
- Children who required a sleep in the Busy Bees Room were put down to sleep in either the cot room or in the main care room after their dinner.
- A child who did not sleep in the Busy Bees Room was able to partake in tabletop activities with a staff member.

Supporting Relationships:

- A key worker system was in operation in the service, where individual staff were responsible for their key group of children.
- In the Busy Bees Room communication books were in use detailing, sleep, toileting and food intake for the children during the day and these were sent home with the children daily.
- The children in all rooms were observed to be provided with sensitive care and nurturing interactions by the staff. A child who was recognised as being unwell was provided with attention and nursed by the staff member until picked up by the parent.
- Soft tones, positive and respectful language were observed in interactions between the staff and children in the room. For example, to get the children's attention saying, "put our listening ears on". The children were observed to seek out the adults for assistance and the staff actively supported the children's play activities in both rooms by being down on the floor with the children or sitting at the tables with them for activities.
- Staff reported that communication was predominantly verbal at drop off and collection and that they also used newsletters and a phone messaging application.

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

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General Safety:

- The external and internal doors were appropriately secured to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access to the Early Years' service. A keypad buzzer system was in operation.
- The designated emergency exit doors were clear and unobstructed.
- The outdoor play areas located to the rear and side of the premises was gated and secured with fencing to prevent a child gaining unsupervised access to a roadway or other source of danger.
- Cleaning agents were stored safely out of the reach of children on high shelving and in locked cupboards.
- Blind cords were adequately restricted in the service.
- All floor mats appeared in good condition and were not curling up at the corners.

Infection Control:

- Hands were observed to be washed before lunches.
- The nappy changing mat was in good condition and there was no odour in the sanitary accommodations.
- The children's and staff hands were washed after nappy changing.
- A dribble box was in use in the Busy Bees Room.

Safe Sleep:

- In the sleep room there was an individual tray for each child's blanket and sheet to prevent cross contamination.
- The sleep room was not used for the storage of toys and equipment.
- Daily risk assessments were completed on the sleep room.

Non-Compliance Information

The Inspectorate is not assured that adequate steps have been taken to ensure the health, safety and welfare of the pre-school children attending the service based on the following observations made during the inspection.

All rooms formed part of the inspection in relation to this regulation.

General Safety:

1. Sharp corners were not protected and were a potential injury hazard on various items of furniture such as the small white tables and shelving units in all rooms.
2. There was a CD player on a low-level ledge unsecured in the Busy Bees Room. This was accessible to the children and a potential impact hazard.
3. In the Ladybird Room there was a speaker with a trailing lead on a low-level surface accessible to the children. This was a health a safety risk.

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- In the Ladybird Room there were some metal shelving pots to contain art supplies on the wall. These were not secured and 2 fell off when bumped into by the children accessing the table directly under them. These are a potential injury hazard.

Infection Control:

- There was no hot water in any of the sinks in the sanitary accommodations off the Butterfly Room, Ladybird Room or Busy Bees Room. This is an infection control risk and does not allow for effective hand washing.
- During nappy changing the staff member was observed to not wear a disposable apron. This is a recurrent non-compliance and an infection control risk.
- In the sanitary accommodation off the Butterfly Room the 'flip' lidded bin observed in use for the disposal of used hand towels was considered unsuitable. This required the staff and children using the bin to touch the lid to open it which is a cross-infection risk.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

- Sharp corners have been replaced on all corners of shelving and the white tables have been removed from the rooms and rounded tables have replaced them. We have introduced a daily room safety checklist, requiring staff to visually inspect all play and learning areas before children enter.
Assigned responsibility to room leaders to complete and sign off on daily safety checks.
Established a maintenance reporting system, requiring immediate reporting and removal or repair of any damaged or unsafe furniture.
- The CD player has been removed out of the service. The registered provider will not have any cd players at low level unsecured. A daily risk assessment will also be carried out.
- The speaker has been removed and the service now use a tablet to play the music for the children.
- Metal shelving pots have all been removed from the wall. No shelving supplies or art materials will be placed on the wall, the art supplies will be at low level for the children to access.

Infection Control:

- We have had the plumber out regarding the hot water, we are in progress of fixing the leak. We will use our daily risk assessment three times per day to check for running hot water.

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6. Aprons are available in the sanitary rooms. All staff have been issued with the nappy changing policy and held a staff meeting on the importance of infection control risk. There will be weekly team meetings with the room leader and spot checks from management.
7. The registered provider has replaced the bins with foot pedal operated bins. There is now a foot pedal bin in the Butterfly Room.

Supporting documentation submitted

General Safety:

Photographic evidence, copy of daily safety checklist, copy nappy changing policy and staff meeting agenda re discussion on wearing of aprons.

Infection Control:

Photographic evidence.

Summary Comment

The Inspector has reviewed the registered provider's response and supporting documentation in relation to non-compliances identified. The responses are accepted and the non-compliances addressed. The assurances given in relation to non-compliance 5 is accepted and this will be reviewed at the next inspection.

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.*

Compliance Information

- (1) The registered provider ensured that there was a person trained in First Aid Response (FAR) for children on the premises at all times. Six FAR certificates were reviewed.

Non-Compliance Information

- (2)(a) and (b) While a first aid box was available it did not contain any eye pads.

Corrective & Preventive Action submitted by the Registered Provider

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Corrective and Preventive Action

The registered provider has bought eye pads and returned them to the first aid box. The registered provider has completed a first aid checklist where management will check contents of the box and record on a monthly basis. The first aid checklist will be used to identify what needs replaced.

Supporting documentation submitted

Photographic evidence, copy of 1st aid box checklist.

Summary Comment

The registered provider's response is accepted and the non-compliance addressed.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

A registered provider shall ensure that the premises of the service are-
(c) kept adequately lit, heated and ventilated.

Non-Compliance Information

(c) The room temperatures in the care rooms were not maintained at 18-22 °C as per best practice guidelines, for example;

- At 11.20am the room temperature in the Butterfly Room was recorded at 16.6° C.
- At 11.24am the room temperature in the Ladybird Room was recorded at 16.7° C.
- At 11.28am the room temperature in the Busy Bees Room was recorded at 16°C and at 14.06 it was 16°C.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The heating is maintained at recommended temperatures. It will be monitored three times a day via our daily Risk Assessment.

Supporting documentation submitted

Photographic evidence of room temperatures all within the recommended acceptable temperatures of 18 – 22 °C and copy of daily risk assessment.

Summary Comment

The registered provider's response and assurances given is accepted. The non-compliance is addressed and will be for review at the next inspection.