

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015WW086
--------------------------	-------------

<b>Name of Service:</b>	Bellevue Montessori
-------------------------	---------------------

<b>Address of Service:</b>	Bellevue House, The Grooms House, Delgany, Co. Wicklow
----------------------------	--

<b>Eircode:</b>	A63 C8Y9
-----------------	----------

<b>Name of Registered Provider:</b>	Valerie Bradshaw
-------------------------------------	------------------

<b>Service type:</b>	Part Time
----------------------	-----------

<b>Date of Inspection:</b>	17/09/2025
----------------------------	------------

<b>No of pre-school children:</b>	AM	10	PM	7
-----------------------------------	----	----	----	---

<b>Address of the Early Years Inspectorate:</b>	The Brunel Building, Heuston South Quarter, St John's Road West, Dublin 8.
<b>Inspection undertaken by:</b>	S. Early O'Brien
<b>Title:</b>	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).

<b>Conditions if applicable</b>	N/A
---------------------------------	-----

### Description of service

Bellevue Montessori is located in a rural area, near the village of Delgany, County Wicklow. The service is registered to care for a maximum of 17 pre-school children aged between 2 and 6 years and is open from Monday to Friday between 09:00 and 12:40 for 38 weeks of the year. The service operates in a room which adjoins the registered provider's home. A covered outdoor area is available to the children, immediately accessible from the care room. Separately there is a large outdoor area available to the rear of the premises.

### Staffing

There are three adults employed to work directly with the children in the service, and this includes the registered provider. All three adults were present on the day of inspection.

### Methodology

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 and records. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under the following regulations:

Regulation 9 (1)(a)(b)(2)(3)(4) - Management and recruitment

Regulation 11 (1)(2)(8) - Staffing levels

Regulation 15(1) – Record in relation to a pre-school child.

Regulation 16 (1)(h)(i)(j)(K) - Record in relation to pre-school service

Regulation 19 (1)(a)(b) - Health, welfare and development of child

Regulation 23 - Safeguarding health, safety and welfare of child

Regulation 25 – First Aid

Regulation 26 – Fire Safety Measures

Regulation 28 – Insurance

A sampling process was used to assess compliance under regulation 15(1) – Record of a pre-school child and regulation 16(1) - Record in relation to pre-school service.

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.

### Additional Information

A referral was made to the Wicklow County Chief Fire Officer on 19 September 2025.

### Acknowledgments

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,
- (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
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.

(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-

- (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

(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) The registered provider is the designated person in charge of the service and there is a named person appointed to deputise as required.

(b) The registered provider was present and in charge of the service when the inspector arrived at 11:00 on the morning of the inspection and was present in the service for the duration of the inspection.

(2)

The inspection focused on the recruitment records for three adults employed in the service. There have been no new staff employed since the last inspection on 25 September 2023. Regulation 9(2)(c) was reviewed in respect of all staff. Documentation was reviewed in respect of these adults as follows.

(c) The service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years, in relation to three adults working in the pre-school. Please refer to the information outlined under regulation 23 of this report.

### Non-Compliance Information

(4)  
There was no documentary evidence that one staff member held a major award in Early Childhood Care and Education at Level 5 or higher on the National Framework of Qualifications or a qualification deemed equivalent. This was non-compliant on the last inspection on 25 September 2023 and the corrective and preventive actions submitted by the registered provider have not adequately addressed this non-compliance.

### Corrective & Preventive Action submitted by the Registered Provider

#### Corrective and Preventive Action

This staff member has enrolled on a QQI Level 5 course, commencing February 2026

#### Supporting documentation submitted

A letter has been submitted from the training provider to confirm the staff member's enrolment on this course

### Summary Comment

The inspectorate has deemed that the actions submitted adequately address the non-compliance and will inform the next inspection.

## 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)  
Throughout the inspection there were an adequate number of adults working directly with the children attending the pre-school service.
- (2)  
The correct adult to child ratio was maintained at all times. There were ten children being supervised by three adults on the morning of inspection and present seven children being supervised by three adults on the afternoon of inspection.
- (8)(a)  
The manager ensured that there were two adults on the premises at all times. This was confirmed by reviewing the staff roster.

### Part IV – Information and Records

#### Regulation 15 – Record of pre-school child

- (1) *A registered provider of a pre-school service other than a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that a record in writing is kept in respect of each pre-school child attending the service containing the following particulars:*
- (a) the name and date of birth of the child;*
  - (b) the date on which the child first attended the service;*
  - (c) the date on which the child ceased to attend the service;*
  - (d) the name and address of a parent or guardian of the child and a telephone number where that parent or guardian or a relative or friend of the child can be contacted during the hours of operation of the service;*
  - (e) authorisation for the collection of the child;*
  - (f) details of any illness, disability, allergy or special need of the child, together with all the information relevant to the provision of special care or attention;*
  - (g) the name and telephone number of the child's registered medical practitioner;*
  - (h) record of immunisations, if any, received by the child;*
  - (i) written parental consent for appropriate medical treatment of the child in the event of an emergency.*

## Compliance Information

### (1)(a)–(i)

Ten children’s records were sampled and reviewed. The records detailed the information as required by the regulation

## Part IV – Information and Records

### Regulation 16 – Record in relation to pre-school service

*(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:*

- (h) details of attendance by each pre-school child on a daily basis;*
- (i) details of staff rosters on a daily basis;*
- (j) details of any medication administered to a pre-school child attending the service with signed parental consent;*
- (k) details of any accident, injury or incident involving a pre-school child attending the service.*

## Compliance Information

- (h) Children’s attendance was recorded in a hard copy register on the day of inspection. These records included details of each child’s arrival and departure times from the service.
- (i) A record of the staff roster was available and was reflective of the staff present on the day.
- (j) Two records were reviewed and found to be completed appropriately in line with the regulation
- (k) On review of accident and incident records, there was no documented evidence to suggest that any accidents or incidents had occurred in the service.

### 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

(1) A registered provider shall, in providing a pre-school service, ensure that-

(b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.

#### Compliance Information

(1)(a)(b)

##### **Basic Needs**

Children's care needs were observed to be met promptly in the service. Staff were observed engaging warmly with children when providing this care. Children were encouraged and supported to be independent including cleaning up after their play and meals.

Healthy eating was promoted in the service and staff reported that all snacks are provided by the parents of the children. Drinking water was accessible to children throughout the day and all children were given water with their snack. Children were encouraged to feed themselves and staff supported children who needed assistance. Children appeared happy and content within the care room.

##### **Supporting Relationships**

Staff demonstrated a good awareness of the needs of each child in their care and responded to children's cues promptly. Staff interacted warmly with the children throughout the inspection and were observed supporting children in their play. Staff were observed to use encouragement, gentle tones and praise when promoting positive behaviour. Staff provided an appropriate level of supervision whilst supporting the children's independence during play and mealtimes.

Staff described how they record information about each child's learning and development and how this is shared daily with parents through an open-door policy.

##### **Physical and Material Environment**

The care room was arranged to provide a range of play materials supporting children with the freedom to play and explore. Areas of interest included small world toys, construction toys, jigsaws, a rest area, books, and a home

corner and playdough. The care rooms provided a range of developmentally appropriate play experiences for the children and were adequately resourced with a variety of materials.

The environment was laid out to support the children's independence. Play materials were observed to be accessible to the children on low level shelving. Additional resources are available on high-level shelving and shared with the children by the adults. Low level tables and chairs were available in the care rooms.

Children had access to two outdoor play areas. The first was a fully enclosed outdoor play area located immediately outside of the care room. The play area has a variety of age and stage appropriate equipment and was adequately resourced. The second and larger play area was in what is known as the paddocks. This is a large, natural play space with adequate resources that were age and stage appropriate. On the day of inspection, children were playing in this area on the inspector's arrival and were adequately dressed in wet gear and wellingtons all of which are stored in the service.

### **Programme of Activities**

Children were observed to make choices on their own play materials within the environment. Their learning and development were supported by the staff in the use of open-ended questions. Children appeared to be familiar with and handled transitions between activities naturally, aware of their leadership roles on the day such as helping to distribute water bottles and snack.

Positive language was observed to be used across the staff team and with the children. Children shared their stories and ideas with the adults regularly and these were responded to. Language development was supported in discussions between the adults and the children, observed both in play and at snack time.

## 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

##### General Safety:

The entrance door leading into the service was appropriately secured to prevent children from exiting unsupervised and to restrict unauthorised persons from gaining access to the premises.

- The toys and play equipment observed in use by the children in the indoor and outdoor areas on the day of inspection were safe and in good working order.
- The registered provider had taken measures to ensure the indoor and outdoor play environments were safe and free from hazards.
- Medication, which is only administered in an emergency, was stored safely and out of the reach of children.
- Storage facilities for hazardous cleaning materials were inaccessible to children.

##### Infection Control:

- Liquid soap, warm water and paper towels were available to facilitate handwashing for staff and children in the sanitary area adjoining the care room.
- Good hand washing practices were observed after toileting, before eating and when returning indoors from play.
- Foot pedal bins were available throughout the service for the safe disposal of used hand towels and other waste products.
- Tables were observed by the inspector to be cleaned before and after snack time

##### Administration of Medication:

- There was written evidence of prior parental consent for the administration of anti-febrile medication and prescribed medication and there were procedures in place to safely administer and document such medication if required with prior parental consent.
- Staff adequately detailed the procedures for administering medication if required in an emergency during discussions with the inspector.

### Fire Safety:

- On the day of inspection, all emergency exits were observed to be clearly identifiable and were not obstructed.

### Non-Compliance Information

#### General Safety:

- Garda vetting disclosures for three adults were not dated within the previous three years in adherence to the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

#### Administration of Medication:

- On review of records and in discussion with staff a care plan was required for one child attending the service who requires emergency medication. A detailed care plan was not available which poses a risk to the health and safety of that child.

#### Fire Safety:

- A review of documentation evidenced that fire drills are not occurring monthly in the service. The last fire drill was dated in May 2025, and records of previous drills were dated in March and January of 2025 and November 2024. Not practising regular fire drills can hinder the safe evacuation of children and staff in the event of an emergency.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

#### General Safety:

- Since the date of inspection a Garda vetting renewal has been received for one staff member with an expiry date of 20 October 2028. The additional two renewals are still in progress but are expected soon and proof of these will be forwarded once received by the registered provider.

#### Administration of Medication:

- A doctors' letter has been supplied to the registered provider by the parents detailing the symptoms and treatment for a child attending who requires emergency medication.  
  
The care plan has been updated to include this information with details from parents and Doctor regarding this child. Medication has been provided by the parents to be retained in the service. To prevent a reoccurrence of this non-compliance, the administration of medication has been updated to include this information.

## Fire Safety:

3. A fire safety company have carried out a service of the fire extinguishers and a certificate has been awarded.

This company has registered the early years' service and they will return annually to service.

The services of an electrical contractor have been retained to install a new mains operated smoke detector in the service. This will also be serviced annually to prevent any non-compliances.

## Supporting documentation submitted

### General Safety:

1. The renewal of vetting for one staff member has been verified. The registered provider has confirmed that they will email vetting disclosures for two staff members once they have been processed.

### Administration of Medication:

2. A copy of the doctor's letter outlining symptoms and treatment for a child requiring emergency medication has been received.

## Fire Safety:

3. A copy of the service certificate for the fire extinguishers has been received. The registered provider has confirmed that they will forward proof of installation of a mains operated smoke detector once this has been installed in the coming weeks.

## Summary Comment

The inspectorate has deemed that the actions submitted adequately address the non-compliance and will inform 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)

A person trained in first aid responder (FAR) training was immediately available to the children attending the pre-school service.

(2)(a)(b)

A suitably equipped first aid box for children was available and safely stored on the premises.

### 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.*

#### Compliance Information

(1)(a)

A record was available demonstrating that the last fire drill was carried out on May 2025. Please refer to regulation 23 of this report.

(4)

Fire evacuation procedures were displayed in conspicuous places within the service

### Non-Compliance Information

(1)(b)

There was no current record available for inspection in relation to the maintenance of the fire detection system or fire extinguishers in the premises.

### Corrective & Preventive Action submitted by the Registered Provider

#### Corrective and Preventive Action

A mains operated fire detection system will be installed in the service in the coming weeks.

#### Supporting documentation submitted

The registered provider will forward proof of installation once this has been completed.

### Summary Comment

The inspectorate has deemed that the actions submitted adequately address the non-compliance and will inform the next inspection.

## Part VI - Safety

### Regulation 28 - Insurance

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

### Compliance Information

The registered provider had a valid certificate of insurance which expires on 27 March 2026 for a part-time daycare service which covers a maximum of 20 children aged between two and six years of age.