

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Tusla I.D.:	TU2015WW111							
Name of Service	Blackberry Academy Montessori							
Address of Service:	11 St Mary's Road, Arklow, Co. Wicklow, Y14YX29							
Email Address:	Blackberryacademy3@gmail.com							
Name of Registered Provider:	Sara Ryan							
Type of Proposed Service:	Full Day Care	<input type="checkbox"/>	Part-Time	<input checked="" type="checkbox"/>	Sessional	<input checked="" type="checkbox"/>		
	Drop-In	<input type="checkbox"/>	Childminding	<input type="checkbox"/>	Temporary	<input type="checkbox"/>		
Proposed change:	Change of type of service from Sessional to Sessional & Part-time service. It is proposed that the maximum number of children attending for part-time care will be 16. Change in hours of operation from 9:30-12:30 to 9:30 to 14:30.							
Proposed Number of Children:	Maximum number of pre-school children is 42 attending on a sessional basis and 16 on a part-time basis.							
Recommended Change Following Inspection:	Continue as a Sessional service to cater for a maximum of 42 children from 09:30 to 12:30. Change type of service from Sessional only, to Sessional and Part-time to allow a maximum of 16 of these children to avail of Part-time hours 09:30 to 14:30.							
Registered change:	Change in service type from sessional to part-time & sessional Change in hours from 09:30 – 12:30 to 09:30 – 14:30 Number of Children 42(Max 16 Part-time)							
Date of Inspection:	1	6	0	7	2	02	2	5
Inspection undertaken by:	Mona Condon							
Title:	Early years Inspector							
Tusla Early Years Inspectorate Address:	Loughlinstown Health Centre , Loughlinstown Drive, Loughlinstown, Co Dublin.							

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Rationale for Inspection: Proposed Change of Circumstance

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

Registration Status:	Registered Part-Time & Sessional Service for 42(Max 16 Part-Time) Children
Date of Registration	15th August 2025

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).

Description of Service	<p>Blackberry Academy Montessori is privately owned service providing care and education for children aged 2 years to 6 years and is located in the centre of Arklow town, County Wicklow. An outdoor area is located at the side and front of the premises.</p> <p>The service is presently registered to operate from 09:30- 12:30. It is proposed that an additional 2 hours be made available for 16 children attending room 1.</p>
Premises	<p>There are two separate care rooms available, one of which is in an old schoolhouse building and the second in a prefabricated building at the rear of the premises. Both rooms have been adapted for use as a pre-school. Sanitary areas are located off both rooms. A storage room and kitchen are located off the hallway at the entrance to room 2.</p> <p>An outdoor area is located at the side and front of the premises.</p>
Staffing	There are five staff employed which includes the registered provider.
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 the following themes: Governance, Health, Welfare and Development of the child, Safety and Premises.</p>

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	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.
Acknowledgements	The Inspector wishes to acknowledge the cooperation of the registered provider who was 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.

(1)

(a) A proposed person in charge, and deputy person are available.

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.

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

(b) a childminder shall ensure that a second person familiar with the operation of the service and in a position to provide assistance to the childminder in operating the service is, at all times, within close distance of the service and available to attend the service to assist the childminder in the event of an emergency, and

(c) a registered provider of a sessional pre-school shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.

Requirement met:

The requirement has been met.

(1)(a) The registered provider has ensured that there is a designated person in charge and a named person to deputise if required. There are three additional staff members employed.

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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 or*

Requirement met:

The requirement has been met.

(1)(a) Play equipment in both rooms was located on open low-level shelving for easy access by pre-school children. Low level tables and chairs were provided in all care rooms for table-top activities. Both rooms were equipped with age-appropriate safe toys and equipment.

The outdoor play area was located at the front and side of the premises. It was bordered by high walls and fencing. Part of the area adjacent to the premises was covered and could be used during periods of inclement weather. The surface was covered with cement, pebbled area and soft matting. Suitable and safe toys and equipment were available.

A cleaning schedule was in place to clean toys and equipment both indoors and outdoors.

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(1)(b)

An adequate rest area consisting of a soft wipeable mat and cushions were available in both care rooms. Four sleep beds with suitable linen and blankets were available if needed to accommodate younger children who may attend part time hours.

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.

Parents are asked to provide all snacks for their child attending on a sessional basis. For children attending Room 1 for part-time hours, parents will be requested to provide an additional snack which will be served after 12.30pm. Refrigerated storage facilities are available in both rooms for perishable snacks. Drinking water will be available for children in both rooms at all times.

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 requirement has been met.

- The door from street leading into the outdoor area is locked at all times during the operating hours of the service. Parents/guardians must ring a bell to gain access to the service. The doors leading into each room is locked while children are indoors.
- The emergency exit doors were unobstructed.
- Storage is available for children's belongings.
- Cleaning materials and equipment are locked in a cupboard in the service.
- The kitchen is inaccessible to children.

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- A fridge is available in both rooms for the storage of food.

A cleaning schedule for toys and equipment was available.

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.

Evidence was available that a person trained in First Aid response will be at all times be immediately available to the children attending the pre-school service. Two staff members had a qualification in First Aid Response which expired in March 2027.

(2)(a)(b) A fully equipped first aid box was available which was easily accessible and stored in a conspicuous position. In addition, each room will have a small first aid kit available.

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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.

Requirement met:

The requirement has been met.

(1)(a) A method to record in writing each fire drills completed on a monthly basis in the service was available.

(b)A method to record the number, type and maintenance of the fire-fighting equipment and smoke detection system of the service was available. Certificates were available regarding the servicing of the fire-fighting equipment and smoke alarm dated 05/2025 and 09/2024 respectively.

(4)A notice of the procedures to be followed in the event of a fire was displayed in both care rooms. The fire assembly point is identified by signage within the premises and is located at the front of the premises.

Part VI – Safety

Regulation 28 – Insurance

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

Requirement met:

The insurance certificate was available and covers 42 children attending part-time. It has an expiry date of 27th November 2025.

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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 well maintained.

(b) The door at street level leading to the premises will be locked at all times during the operating hours of the service. The internal entrance doors leading into the service will be kept secured at all times. Entrance to the service will be permitted by staff in their rooms who will visually identify the person prior to allowing admission.

(c)

Lighting

All light fittings throughout the service were in working order and covered with shatterproof diffusers. The premises were adequately lit by means of natural lighting which was supplemented by artificial lighting. In both of the room large windows provided natural light.

Heating

Thermostatically controlled radiators were in place in both rooms. 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 provided by means of openable windows in the care rooms and the sanitary accommodation. All windows were fitted with opening devices.

The walls, ceiling tiles and floors were well maintained. A cleaning store was provided in a suitable location for storage of cleaning equipment. Cleaning agents

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	<p>were stored in a locked area inaccessible to preschool children. A suitable location for the storage of refuse and waste was provided at the side of the premises.</p> <p>The services of a pest control contract were confirmed.</p> <p>(e) Sanitary Facilities</p> <p>Adequate and suitable sanitary areas were available for the children and adults in the service. There were 2 children's toilets and 2 sinks in each sanitary areas located off each of the care rooms. Additionally, an adult height sink was available in each of the care rooms.</p> <p>Thermostatically hot water, liquid soap and paper hand towels were available in all rooms and sanitary areas. Pedal operated bins are available for the disposal of used paper towels.</p> <p>Two toilets and two sinks were available for staff members.</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.
- (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) 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:	<p>The requirement has been met.</p> <p>(1) Adequate clear floor space has been provided for the work, play and movement of the number of children proposing to attend the service as demonstrated below.</p> <p>(2)(3)</p> <p>The service has adequate clear floor space for the proposed number of pre-school children who will attend.</p>
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Room Number	Proposed Age Range	Clear floor space
Room 1	2.5- 6 years	45.4 m ²
Room 2	2.5-6years	36.3 m ²

The total space available for a maximum of 42 pre-school children. There is adequate space for the proposed change to part-time care for 16 children to attend Room 1.

The registered provider will ensure that adequate space will be provided for each pre-school child as specified in Schedule 7.

(4)(a)(b)

The required floor space for a maximum of 42 pre-school children, in the proposed age range of two to six years, is available.