

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2016DR022
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Name of Service:	Libby McGuire Montessori School
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Address of Service:	20 Brighton Cottages, Brighton Road, Foxrock, Dublin 18, Co. Dublin
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Eircode:	D18 V9F6
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Name of Registered Provider:	Libby McGuire
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Service type:	Part Time
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Date of Inspection:	15/09/2025
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No of pre-school children:	AM	21	PM	N/A
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Address of the Early Years Inspectorate:	Level 7 Brunel Building, Heuston South Quarter, Kilmainham D08X01F
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Inspection undertaken by:	R. Phillips
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Title:	Early Years Inspector
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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	N/A
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Description of service

This privately run Early Years service provides part time education and care to children from two to five years of age. The service participates in the Early Childhood Care and Education Scheme. The opening hours are 08:45 to 13:15, five days per week, 38 weeks per year. The service operates from an adapted house, on the ground floor level in a residential area of Foxrock County Dublin. There are three distinct care areas within the house and an outdoor garden to the rear of the premises available to the children.

Staffing

The service employs five adults, including the registered provider, who manages the service. One additional adult teaches the children music on a weekly basis.

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

The inspection focused on an examination of compliance under regulations

- 9 (1)(2)(4)(7) Management and Recruitment,
- 11 (1)(2) Staffing Levels,
- 16(1)(a) (h)(i)(j)(k) (3) Records in relation to a preschool service,

- 19(1)(b) Health Welfare and Development of child,
- 23 Safeguarding health safety and welfare of child,
- 25 (1)(2) First Aid, and
- 26 (1)(2)(4) Fire Safety.

A sampling process was used to assess compliance under regulation 16 Records of a preschool 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

Following inspection on 09 April 2025, and CAPA (corrective actions, preventive actions) process, noncompliance under regulation 9(4) remained outstanding. The purpose of this inspection was to review compliance with that regulation.

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-

- (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.

(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.

(7) A registered provider shall ensure that all employees, unpaid workers and contractors are appropriately supervised and provided with appropriate information, and where necessary training, including in relation to the following:

- (a) the policies, procedures and statements of the service specified in Schedule 5;
- (b) Part VIIA (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013)) of the Act, and
- (c) these Regulations.

Compliance Information

(1)(a) The service had a named person in charge and a named person to deputise.

(b) There was a named person in charge onsite throughout the inspection.

(c) The employees in the service demonstrated an awareness of the lines of authority and accountability within the service.

(2) In conversation with the registered provider it was confirmed that no new staff had commenced employment since the last inspection on 09 April 2025. All staff files were reviewed by the inspector.

(a)(b) All staff files had two validated references from previous employers or reputable sources as required.

(c) Garda vetting disclosures were available for five staff members and for the music teacher who teaches the children for one hour per week. The service adhered to the re vetting timeframes as outlined in the Early Years Inspectorate regulatory notice requiring services to renew garda vetting certificates every three years.

(d) One staff file contained the relevant police vetting certificate where an employee lived for a period of six months or longer outside the Irish jurisdiction as an adult.

(4) Of the staff files inspected all held a major award in Early Childhood Care and Education at a minimum level 5 on the National Framework of Qualifications or a qualification deemed equivalent.

(7) There was evidence of continuous professional development in the staff files examined. In conversation with staff, details of induction training and staff meetings including staff training, updates, and specific care plans and individual care needs of children were discussed.

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.

Compliance Information

(1) An adequate number of adults were working directly with the children at all times during the inspection.

(2) There were 21 preschool children being cared for by three adults on the day of inspection.

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:

(a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;

(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.

(3) A record referred to in paragraph (1) shall be open to inspection on the premises, and the documents and records referred to in paragraph (2)(a) shall be open to inspection whether on the premises or elsewhere, by an authorised person.

Compliance Information

(1)(a) There was a Curriculum Vitae available in each staff file with pertinent details as required.

(h) Details of children’s registration and daily attendance were recorded on the register. The register detailed the number of children present when the inspector arrived for the inspection unannounced.

(i) The service maintains a staff roster indicating attendance starting and finishing times.

(j) The service has a record available for staff to document the pertinent details when a child requires medicine administration. None of these have been filled for this preschool year. This is a new form developed by the service this year.

(k) A record was maintained of accidents and incidents that occurred in the service, involving preschool children with the pertinent details and signatures of staff who witnessed same and parent /guardian signature as required.

(3) The records were made available for inspection.

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-

(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

There was drinking water and fruit for snacks available to the children at all times throughout the inspection.

The service has a healthy eating policy, and parents provide a packed lunch which was observed to be healthy and varied. Mealtime was a relaxed occasion, with adults engaging the children in conversation and promoting social skills.

The children were encouraged to be independent in managing their own belongings and in their personal care.

Children were supported with their meals, and with toileting and handwashing where required.

The staff spoke to the children in a warm respectful manner throughout the inspection.

Children were observed to be visibly content throughout the inspection.

They moved freely throughout the setting choosing activities and choosing whether to play indoors or outdoors.

There was a wide range of Montessori play based materials available to the children.

There was a quiet library area with low level seating and family wall of pictures at children's eye level, for children to have quiet time.

Soft mats and cushions were available within the rooms where the children could rest or take a break from activities also.

Staff communicate with parents in person at drop off and collection times as well as by a 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

The following are examples of the measures undertaken by the registered provider and staff to safeguard the health, safety and welfare of the children attending the service:

General Safety:

The entrance doors and outdoor area were appropriately secured preventing children from exiting the premises unsupervised and prevented unauthorised persons from gaining access to the service.

The toys and equipment observed in use by the children on the day of inspection were safe and in good working order.

Cleaning agents were appropriately stored in locked cupboards and on high level shelving in rooms the children didn't have access to.

Children did not have access to the storage room.

Infection Control:

The inspectors observed staff wiping down tables before and after eating.

The children washed their hands on return from playing outside, after messy play, after using the toilet and before eating, to prevent cross contamination.

There was thermostatically controlled warm water which didn't exceed the safe maximum temperature of 43°C.

Administration of Medication:

Medicines were stored out of reach of children. Medicines were stored in their original packaging as required.

Staff demonstrated an understanding of the appropriate measures to be taken to safeguard children if medicine administration was required.

No child was observed having medicine on the day of inspection.

Fire Safety:

Fire exits were unobstructed.

Fire exit signs, fire action signs and fire emergency procedure s were visible on the wall in the care room and corridor.

The fire assembly point was identifiable.

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) It was confirmed by review of staff files, and in discussion with staff that one member of staff held an in date First Aid Responder (FAR) training certificate and someone with FAR training was available to the children at all times of opening. Another member of staff is undertaking FAR training, and three other staff members have paediatric first aid certification.

(2) (a)

Two adequately equipped first aid boxes were stored in conspicuous locations that were easily accessible throughout the service.

(b)

The first aid boxes were available to the children in the service at all times.

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.

(2) The record referred to in paragraph (1) shall be open to inspection by-

(c) an authorised person.

(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 written record was available detailing fire drills that had taken place in the service. The record showed the last fire drill had taken place on 18 June 2025.
- (b) There was a record to show that the firefighting equipment had been serviced on 1 October 2024, and that maintenance of the fire detection and alarm system was last carried out on 27 February 2025.
- (2) (c) The record was available for inspection.
- (4) The procedures to be followed during a fire drill and in the event of a fire were displayed in conspicuous locations within the service.