

# Early Years Inspectorate Regulatory Report

## Pre School

|                          |             |
|--------------------------|-------------|
| <b>TUSLA Identifier:</b> | TU2019DR004 |
|--------------------------|-------------|

|                         |                            |
|-------------------------|----------------------------|
| <b>Name of Service:</b> | Clonkeen Montessori School |
|-------------------------|----------------------------|

|                            |                                         |
|----------------------------|-----------------------------------------|
| <b>Address of Service:</b> | 64A Clonkeen Drive, Foxrock, Dublin 18. |
|----------------------------|-----------------------------------------|

|                 |          |
|-----------------|----------|
| <b>Eircode:</b> | D18 H2H3 |
|-----------------|----------|

|                                     |              |
|-------------------------------------|--------------|
| <b>Name of Registered Provider:</b> | Sharon Small |
|-------------------------------------|--------------|

|                      |           |
|----------------------|-----------|
| <b>Service type:</b> | Sessional |
|----------------------|-----------|

|                            |            |
|----------------------------|------------|
| <b>Date of Inspection:</b> | 23/03/2026 |
|----------------------------|------------|

|                                   |    |    |    |     |
|-----------------------------------|----|----|----|-----|
| <b>No of pre-school children:</b> | AM | 20 | PM | N/A |
|-----------------------------------|----|----|----|-----|

|                                                 |                                                                                                    |
|-------------------------------------------------|----------------------------------------------------------------------------------------------------|
| <b>Address of the Early Years Inspectorate:</b> | Tusla Child and Family Agency, Loughlinstown Health Centre,<br>Loughlinstown drive, County Dublin. |
| <b>Inspection undertaken by:</b>                | Olivia Quill                                                                                       |
| <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> | Not applicable |
|---------------------------------|----------------|

# Early Years Inspectorate Regulatory Report

## Pre School

### Description of service

Clonkeen Montessori School is privately operated and registered to provide Sessional care for children from 2 to 6 years of age. The service operates from 09:00 to 12:30, Monday to Friday.

The service is located in a suburban, residential area and operates from a ground floor commercial premises that has been adapted to provide early childhood care and education. There is a fully enclosed outdoor play area to the rear of the premises.

### Staffing

In total 3 adults are employed to work in the service including the registered provider. On the day of inspection, the registered provider and another adult worked directly with the children.

### 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.

A sampling process was used to assess compliance under regulation 15 Record of A Pre-School Child.

# Early Years Inspectorate Regulatory Report

## Pre School

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 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*

*(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*

# Early Years Inspectorate Regulatory Report

## Pre School

- (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 named person to deputise as required who were both on the premises throughout the inspection.
- (2) From speaking to the registered provider, it was confirmed no new adults were employed in the service since the last inspection. Regulation 9(2)(a), (b), (d), (3) and (4) were compliant on previous inspection. This inspection focused on a review of Garda vetting for 3 adults employed in the service.
- (c) Garda vetting disclosures were available for 3 adults employed in the service. Garda vetting disclosures had been renewed in accordance with the Early Years Inspectorate Regulatory Notice, which requires services to renew Garda vetting every three years.

## 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.*
- (3) Subject to paragraph (5), a registered provider of a sessional pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 2 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) therefore at that reference number is satisfied.*

### Compliance Information

# Early Years Inspectorate Regulatory Report

## Pre School

- (1) An adequate number of adults were working with the Pre-School children at all times during the inspection.
- (3) The minimum ratio for of adults for children for sessional care services was adhered to at all times during the inspection. There were 20 children attending being supervised by 2 adults on the day of inspection.

### 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.*
- (3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-*
- (c) an authorised person.*

#### Compliance Information

- (1) A sample of 10 records were reviewed for children who were attending the service. The records reviewed contained the following information:
- (a) The name and date of birth of each child.
  - (b) The date on which the child first attended the service.

# Early Years Inspectorate Regulatory Report

## Pre School

- (c) There was an area on the registration form where the date when a child would cease to attend the service will be recorded.
- (d) The names, addresses and telephone number of parents were recorded and information where parents can be contacted during the hours of operation of the service were also available.
- (e) There was authorisation for the collection of the child.
- (f) The records available supported the recording of any illness, disability, allergy or special need of the child.
- (g) The name and telephone number of each child's medical practitioner was recorded.
- (h) A record of immunisations received was recorded.
- (i) There was written consent for appropriate medical treatment of a child in the event of an emergency.
- (3) (c) The records relating to pre-school children were available on the premises and open 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-
- (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
  - (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)

Each child's learning development and well-being was facilitated within the daily life of the pre-school service. Play was child-led, with children observed moving freely around the care room and independently selecting Montessori materials from low-level shelving provided. Throughout the morning, a calm and relaxed atmosphere was maintained. Children were deeply engaged in their play, with some participating in tabletop activities such as completing jigsaw puzzles and drawing, while others engaged in imaginative play in the home corner.

# Early Years Inspectorate Regulatory Report

## Pre School

Staff interacted warmly and respectfully with the children, offering assistance when needed and providing a range of age-appropriate activities, particularly to support the development of older children. Positive and nurturing interactions between staff and children were consistently observed.

The layout of the room supported children's independence, with Montessori equipment and toys accessible at child height and clearly defined areas of interest enhanced with suitable resources and props. Children's personal belongings were easily accessible, and drinking water was freely available, with individual water bottles stored within reach.

Lunchtime was a sociable and enjoyable experience. Children sat together and engaged in conversations with both their peers and staff. Children were observed using the toilet independently, while staff provided support to younger children when required.

Staff reported that they maintain daily communication with parents during drop-off and collection times.

All children had opportunities to spend time outdoors. Staff organised the children into two groups to facilitate this. The outdoor area was safely enclosed by a high wall and offered a variety of equipment, including two slides (one smaller and one larger), a playhouse, and bicycles. The space was divided into two sections: a paved area and an artificial grass area. Children were observed enjoying the outdoor environment, engaging in activities such as playing on the slide, cycling, and imaginative play in the playhouse. All children were appropriately dressed for the weather conditions.

### 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:

- Entry to the service was secure to prevent unauthorised access or children leaving unsupervised.

# Early Years Inspectorate Regulatory Report

## Pre School

- The kitchen was not accessible to children.
- There were no trailing flexes or cables observed.
- All cleaning agents and detergents were stored on high shelves out of reach of children.

### Infection Control:

- The environment was clean and staff maintained a cleaning schedules. Staff were observed cleaning tables prior to children having their snack and lunch.

### Administration of Medication:

- The service had a medication policy and staff were familiar with the procedure to follow if medication was required. Staff reported at present none of the children are on prescribed medication.

### Fire Safety:

- Fire exits were clearly marked and unobstructed. Staff were familiar with the fire drill procedure when spoken to.

### Non-Compliance Information

#### General Safety:

1. Three large plastic containers containing art and Montessori materials were observed stacked on top of each other on a low-level cabinet. This posed a potential injury risk to children.
2. The temperature reducing medication available had expired in February 2025 posing a potential safety risk in the event it was required by a child attending the service.

#### Infection Control:

3. It was observed that children's hands were not washed with soap and water prior to snack or lunch being eaten.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

##### General Safety:

1. The 3 large plastic containers have been taken off the low cabinet and placed them on the floor instead. Have notified staff that the boxes are safer on the floor.
2. Disposed of out-of-date medication and purchased in date medication of which i emailed receipt same day to Tusla inspector as promised. The registered provider has added a monthly check list to our first aid box check list so we are reminded every month to check the dates on the bottles.

##### Infection Control:



# Early Years Inspectorate Regulatory Report

## Pre School

3. Staff now send children to the bathroom to wash hands properly with soap and water. Informed staff of the change in routine with regard to hand washing.

### Supporting documentation submitted

#### **General Safety:**

Written and photographic evidence.

#### **Infection Control:**

Written evidence.

### **Summary Comment**

The Corrective and Preventive actions as stated by the registered provider have addressed the non-compliances under General Safety and Infection Control. Practice will be reviewed on 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 a person trained in first aid for children was available at all times.

Evidence provided demonstrated a staff member who was present had current First Aid Responder (FAR) training.

Two out of the three staff had FAR certificates valid until 22 October 2026.

(2)(a), (b) A suitably equipped first aid box was safely stored in an easily accessible and conspicuous place in the Montessori room and was available to the children attending the service at all times

# Early Years Inspectorate Regulatory Report

## Pre School

### 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 written record was available detailing monthly fire drills that had taken place in the service. The last fire drill had been recorded as undertaken on the 27 February 2026.
- (b) The number, type and maintenance record of firefighting equipment and smoke alarms on the premises was available. The maintenance records for the fire equipment was dated the May 2025 and the smoke alarm system was dated January 2026.
- (4) The procedures to be followed during a fire drill and in the event of a fire were displayed in a conspicuous location within the service