

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Tusla I.D: TU2020DY007

Name of Service Little Milestones Montessori School

Address of Service: St. Andrew's Parish Centre, Church Road, Malahide, Co. Dublin K36 X968

Email Address: lynnefor@hotmail.com

Name of Registered Provider: Lynne Forsythe

Type of Proposed Service:	Full Day Care		Part-Time		Sessional	✓
	Drop-In		Childminding		Temporary	

Proposed change:

- To increase the number of children being accommodated in the service from 18 to 44 children (additional room).
- Addition of a session – from one morning session to two morning sessions.

Proposed Number of Children: 44

Recommended Change Following Inspection: The service can be approved to accommodate a maximum of 43 children at any one time. The space available as outlined in Regulation 30 in the existing room and the proposed new room will permit a maximum number of 43 pre-school children to be accommodated. The new and existing rooms will operate on a sessional basis.

Registered change: Change in number of children that can be accommodated from 18 to 43

Date of Inspection:	2	4	0	4	2	0	2	4
----------------------------	---	---	---	---	---	---	---	---

Inspection undertaken by: S. Taaffe

Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Early Years Inspectorate, 181-189 Lakeshore Drive, Airside Business Park, Swords, Co. Dublin K67 Y5C6.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Rationale for Inspection:

Proposed Change of Circumstance

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

Registration Status:	Registered Sessional Service for 43 Children
Date of Registration	23 rd May 2024

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	Little Milestones Montessori School was established as a privately owned early years service in 2020 and is currently registered to accommodate 18 pre-school children aged between 2 years 8 months and 6 years from Monday to Friday on a sessional basis for 38 weeks each year. The service participates in the Early Childhood Care and Education (ECCE) Programme from 9.00am to 12midday with the option provided for the children to attend for an extra 30 minutes from 12.00 to 12.30pm daily for an additional fee. School-aged children are not accommodated in the service.
Premises	Little Milestones Montessori School is operated from St Andrew’s Parish Centre which is a 2-storey building located to the rear of St. Andrew’s National School in Malahide village. The Parish Centre hosts a broad range of community groups and meetings on a daily basis. Currently Little Milestones Montessori School operates from one care room on the ground floor with sanitary facilities provided on the same corridor. This pre-school room and the proposed new room are used by a separate school age service each afternoon. A fully enclosed outdoor play area is located to the rear of the premises.
Staffing	The registered provider and 2 staff member work directly with the children in the service on a daily basis.
Methodology	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

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	<p>following themes; Governance, Health, Welfare and Development of the child, Safety and Premises.</p> <p>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.</p>
Acknowledgements	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	
<i>(1) A registered provider shall ensure that—</i>	
<i>(a) the service has a designated person in charge and a named person who is able to deputise as required.</i>	
Requirement met:	<p>(1)(a) The requirement has been met.</p> <p>The registered provider is the designated person in charge and there is a named person to deputise as required.</p>

Part III - Management and Staff	
Regulation 11 -Staffing Levels	
<i>(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.</i>	
Requirement met:	<p>The requirement has been met.</p> <p>(1) During the fit for purpose inspection there were an adequate number of adults working directly with the children attending the service. The registered provider and</p>

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

staff members are aware of the minimum ratio of adults to children specified in Part 1 of Schedule 6 and would ensure that an adequate number of adults is at all times working directly with the proposed increased number of children in the service.

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.*

(2) *A registered provider—*

(b) *of a full day care service, a part-time day care service, a sessional preschool service or a childminding service that moves premises on or after 30 June 2016, shall ensure that a suitable, safe and secure outdoor space to which the preschool children attending the service have access on a daily basis is provided on the premises.*

Requirement met:

The requirement has been met.

(1)(a) A broad and suitable range of play materials and equipment are provided in the existing room and the proposed new room in the service, laid out in defined interest areas to facilitate children to initiate and sustain meaningful play activities. The interest areas include practical life, sensorial, numeracy, language and cultural areas. The play materials are stored in open-fronted low-level shelving units which facilitates the children to select items of their own choosing. All play materials and equipment are removed from the care room at the end of the session and placed in storage, in line with the requirements and policy of the Parish Centre.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

	<p>The outdoor play materials include a plastic playhouse, a well-resourced supply of sand in a tray-top table with supportive play equipment, hoops, balls, large plastic blocks, a sit-on rocking toy, diggers and other push-along construction toys to support children to engage in physical activity outdoors.</p> <p>(b) A rest area is available in the care rooms with cushions and covered foam matting provided to enable a child to rest and take a break from activities throughout the day if required.</p> <p>(2)(a) The outdoor play area is fully enclosed by walls and fencing and found to be suitable and secure with no safety hazards observed. The area is surfaced in artificial grass with impact-absorbent matting in place in one section.</p>
--	---

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 provide snacks from home, in keeping with the service's healthy eating policy.

Drinking water is available to the children throughout the session, to take when thirsty or desired.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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 main entrance door into the premises is secured to prevent children from exiting the service unsupervised or an unauthorised adult from entering the service. A push button digital lock is in place on the doorway leading into the pre-school room. The gateway to the side of the premises is secured for the duration of the session, restricting access to and from the rear of the building.
- When using the toilet, children are accompanied by an adult at all times.
- The warm water temperature in the taps in the sanitary accommodation in the service was recorded between 30.4°C and 31.7°C on the day of inspection. The registered provider monitors the warm water temperatures on a daily basis and ensures that the warm water supply in these taps does not to exceed the maximum safe water temperature of 43°C to reduce the risk of scalding for the children.
- There is running hot water, liquid soap and paper hand towel to support effective hand hygiene at the wash hand basins in the sanitary accommodation.
- A fridge is available for the storage of perishable food items.
- Suitable bins are provided in the service to facilitate the hygienic disposal of waste.
- Play materials and equipment are observed to be safe and suitable for the developmental age of the pre-school children attending the service.
- No trailing flexes, cables or electric items are accessible to the pre-school children.
- Medicines are stored out of the reach of children.
- Cleaning agents are stored safely out of the reach of children.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

- Children were safely escorted to and from the outdoor play area using a safety walking rope with handles which enables the children to access the play area in a controlled and safe manner.

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.

(1) The registered provider holds in-date First Aid Response (FAR) training and informed the inspector that she is always on the premises when the service is in operation, ensuring that a person with FAR training is at all times immediately available to the children attending the service.

(2)(a)(b) The first aid box is suitably equipped and easily accessible to the staff and available at all times for the children attending the service.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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 partially met. (1)(a) A record is maintained of the fire drills conducted at least on a monthly basis in the service, most recently on 21/03/2024. (b) Records are available showing that the smoke detection system is certified as having been serviced on 25/04/2023. (4) Notices of the procedures to be followed in the event of a fire are displayed in the premises.
Requirement not met:	(1)(b) The fire extinguishers in the service were serviced in February 2023 which is outside the recommended annual servicing frequency.
Response from Provider:	The registered provider submitted documentation to the Inspectorate confirming that the fire extinguishers were serviced on 10/05/2024.
Summary Comment:	The requirement has been met.

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

Part VI – Safety

Regulation 28 – Insurance

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

Requirement met:	<p>The registered provider has insurance cover in place for 22 pre-school children attending the service on a sessional basis. The policy shows that the service is insured until 27/03/2025.</p> <p>The registered provider must ensure that adequate insurance is in place prior to the commencement of the proposed change, should the number of children exceed 22. The change approval is contingent on the registered provider’s compliance with Regulation 28.</p>
-------------------------	---

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:	<p>The requirement has been met.</p> <p>(a) The premises appears to be in sound condition and well maintained.</p> <p>(b) The service is appropriately secured to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access. The outdoor play area is surrounded by walls and fencing with a latched gate to secure the area when children are playing outdoors.</p> <p>(c) Lighting</p>
-------------------------	--

- The premises is adequately lit by means of natural lighting supplemented by artificial lighting.

Heating

- The service is heated by means of a central heating system.

Ventilation

- Ventilation in the care rooms and sanitary accommodation is provided by means of openable windows and trickle vents.

(d) The premises is in a clean condition and appears to be in a good state of repair.

(e) The service is equipped with adequate sanitary facilities for the increased proposed total number of children.

- The service has access to 3 toilets and 3 wash hand basins provided in the ladies sanitary accommodation and a further 2 toilets and 3 wash hand basins provided in the men's sanitary accommodation, all located off the corridor leading from the front hallway to the existing pre-school room.
- The disabled-access toilet and wash hand basin on the ground floor and 2 separate toilets and 2 wash hand basins provided on the first floor are available for use by staff members.

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.

Requirement met:

(1) There is adequate clear floor space available for the safety, play and movement for a maximum number of 43 pre-school children in the proposed service.

(2) The minimum space regulatory requirement can be met for 43 pre-school children attending the service on a sessional basis. The registered provider is aware of the minimum clear floor space requirements as specified in Schedule 7.

- The clear floor space in the existing pre-school room measures 38.18 square metres. This meets the space requirements for 21 children aged 2½-6 years attending on a sessional basis.
- The clear floor space in the proposed new room measures 48.2 square metres. This meets the space requirements for 22 children aged 2½-6 years, all of whom would be attending on a sessional basis.