

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2022FL006		
<b>Name of Service:</b>	Kinsealy Woods Creche and Montessori		
<b>Address of Service:</b>	8 Chapel Road, Kinsealy, Co. Dublin		
<b>Eircode:</b>	K36 RP26		
<b>Name of Registered Provider:</b>	Cathy Fitzmaurice		
<b>Service type:</b>	Full Day		
<b>Date(s) of Inspection:</b>	01/09/2025		
<b>No of pre-school children:</b>	AM	25	PM 24
<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, 181-189 Lakeshore Drive, Airside Business Park, Swords, Co. Dublin K67 Y5C6.		
<b>Inspection undertaken by:</b>	AM Coyle		
<b>Title:</b>	Early Years Inspector		
<b>Authority to Inspect</b>			
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		

### Description of service

Kinsealy Woods Creche and Montessori is a privately owned full day care service which was established in this location in 2022. The service is one of two early years services owned and operated by the registered provider, both located in north Co Dublin. Kinsealy Woods Creche and Montessori is located in a purpose-built building and accommodates pre-school children from 1 – 6 years of age on a full day care basis. There are 3 care rooms in the service namely the Tweenie room and the Montessori room both of which are located on the ground floor of the service and the Playschool room which is situated on the first floor. The service provides a play-based and Montessori curriculum for up to 35 pre-school children at any one time, operating from 7.30am to 6.00pm daily for 51 weeks a year. Eligible children are facilitated to avail of the Early Childhood Care and Education (ECCE) scheme from 9.00am to 12.00midday daily, during their attendance.

### Staffing

The service employs 15 staff members including the registered provider and general manager. A service manager is employed who coordinate the day-to-day operations of the service and is available to provide support across all care rooms as required. On the day of inspection there were 9 staff members present in the service. The registered provider works in an administrative capacity in the service.

### 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 premises and facilities. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9,11,19, 23,25 and 26; however, on inspection additional non-compliance which posed a risk was identified under Regulation 24. These findings are outlined within the relevant regulation within this report.

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 general manager, 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
- (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.

#### Compliance Information

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

(b) The general manager was present in the service when the inspector arrived unannounced on the morning of the inspection and remained present for the duration of the inspection.

All staff files were reviewed which consisted of a total of 15 files maintained for the registered provider, general manager, service manager, 11 core staff members which included 4 relief staff members and the chef.

(2)(a) Fourteen written and appropriately validated references were available from a past employer.

(b) Fourteen written and appropriately validated references were available from a source other than a past employer.

(c) Garda vetting disclosures were available for 15 staff members. The Garda vetting records reviewed demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) International police vetting was available for 1 staff member who had resided outside of the Irish jurisdiction for more than 6 consecutive months as adults.

(4) Documentary evidence was available to confirm that the registered provider, area manager and 10 staff members who worked directly with the pre-school children in the service held a major award in Early Childhood Care and Education at Level 5 - 8 on the National Framework of Qualifications (NFQ) or a qualification deemed by the Minister to be equivalent.

### Non-Compliance Information

(2)(a) & (b) Two written references were not available for one staff member. It is acknowledged that 2 validations were on file, however there were no references available to support the validations.

(4) Documentary evidence was not available to confirm that 2 staff members whose files were reviewed and who work directly with the children in the service held an appropriate childcare qualification at Level 5 or higher on the National Framework of Qualifications or a qualification deemed by the minister to be equivalent.

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

#### Corrective Action

(2)(a) & (b) They have since collected two written references for the 1 staff member in question.

(4) Both Staff members are studying to do their Level 8 degree, they both had letters from their college to date, manager has now received their letter of recognition from the Department of Children, Disability and Equality.

#### Preventive Action

(2)(a) & (b) General manager and Managers will be requesting references during interviewing period and making a copy to be available for inspections.

(4) Managers will ensure all students who can work in the sector will apply for their recognition letter each year they complete & have the copy on file for inspection.

#### Supporting documentation submitted

(2)(a) & (b) Two validated written references.

(4) Evidence of staff qualifications.

### Summary Comment

The inspector has reviewed the actions and evidence submitted. The noncompliance identified under regulation 9 – Management and recruitment has been adequately addressed.

## 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) On the day of inspection there were an adequate number of staff members working directly with the children attending the service.

(2) The adult to child ratios were correct in the service when the inspector arrived unannounced and remained so throughout the inspection.

The following adult to child ratios were observed when the service was operating at capacity during the inspection:

- In the Tweenie room there were 4 children aged 17 months to 2 year 2 months being cared for by 2 staff members.
- In the Playschool room there were 9 children aged 2 years 3 months to 2 years 10 months being cared for by 2 staff members.
- In the Montessori room there were 12 children aged 3 years 6 months to 4 years 5 months being cared for by 2 staff members.

(8)(a) The registered provider ensured that there are at least 2 adults on the premises at all times when the service was in operation. This was evidenced in the staff roster maintained 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*

#### Compliance Information

(1)(a) The following observations are examples of how each child's learning, development and well-being was facilitated within the service:

#### Basic needs:

- Throughout the 3 care rooms in the service the children were observed to be familiar and comfortable with the staff, their daily routine and within their environments. Older children called staff by name, and younger children sought out staff when they needed support. Children were observed to move freely, to make independent choices about play and have their interests responded to in conversation or through the provision of materials.
- All meals and snacks consumed by the children attending the service on a full day care basis were provided by the service. The service has a designated member of staff who prepares children's meals and snacks, the main meal of the day was chicken curry with rice, with homemade scones and fruit served for tea, children's dietary requirements were accommodated with alternative options available. Mealtimes were observed to be relaxed and sociable, the staff members sat with the children engaging them in conversation whilst encouraging them to eat and provided assistance as required. In the Tweenie room the staff members sat in front of the younger children warmly engaging with the children at their eye level.
- The children who used the toilet by themselves were supported to do so. Children were observed to access the toilet independently and staff members remained close by to provide support if required. Nappy changing occurred at scheduled times and more frequently as necessary with staff members observed chatting to the children and involving them in the process.
- Children's individual sleep were met in the service. The staff members in the Tweenies room explained that children were placed to sleep in line with their home routine. On the day of inspection, the children

were placed to sleep after their dinner in the sleep room adjacent to the care room. The children attending the Playschool room were placed to sleep on stackable beds in the care room after they had their dinner. Rest areas including soft mats and cushions were provided in the care rooms should the children choose to rest at any time throughout the day.

- Appropriate language and practices were observed being used by staff when supporting children’s social behaviours or when encouraging resolution of minor conflicts.
- Outdoor play was incorporated into the daily routine and the children from each of the care rooms enjoyed time in the outdoor play area on the day of inspection.

### Supporting relationships around children:

- Throughout the service staff members were observed to be warm, caring and sensitive in their interactions with children. Staff members working in the care rooms spoke positively about the children and demonstrated familiarity with their needs and personalities. Staff members were observed to use play opportunities to engage children in one-to-one interactions and engage in natural reciprocal interactions.
- The staff members were observed to take the opportunity to provide feedback to parents and guardians on the children’s day in the service when children were collected. The service uses a software application to record the children’s feeding, nappy changes, general wellbeing, activities and sleep which parents can access in real time as they chose.
- Staff members were observed to work positively with each other throughout the inspection communicating regularly with each other regarding the children’s care routines and schedules. This facilitated consistency of care for the children.

### Physical and material environment:

- The care rooms were bright and welcoming, and the play materials and equipment were accessible on low-level shelving to facilitate children’s independent choice and play.
- Each care room was laid out in defined areas of interest and equipped with a variety of materials and resources provided that offered age-appropriate play experiences. The established interest areas included art and crafts areas; construction zones; well-resourced home corners (including in the Tweenie Room) with a broad range of household and baby care items and dress up costumes; shop areas and reading and

relaxation areas. A suitable range of books were available to support language development and provide choice for the children in each care room.

- In the Montessori room the theme of the week was 'All about ourselves and our body' this was reflected in the circle time activity and artwork which was undertaken by the children.
- An enclosed outdoor area located to the rear of the service with a schedule in place to ensure that the children attending both care rooms were provided with the opportunity to spend time outdoors. The area was surfaced with artificial grass, a climbing frame with a slide was available in addition to a small climbing frame to support the children's gross motor play along with a rigid crawl through tunnel. A sand table was provided as well as a basketball hoop and a range of ride on and push along toys.

### 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 front door leading into the service was appropriately secured to prevent the children from exiting unsupervised and to restrict unauthorised persons from gaining access to the premises.
- The outdoor play area was fully enclosed and secure which reduced the risk of children exiting unsupervised and restricted unauthorised persons from gaining access to the outdoor space and premises.
- The service's designated emergency exits were unobstructed.

##### Infection Control:

- There was a lined, lidded, and pedal-operated bin in the sanitary accommodation where nappy changing took place.
- The kitchen was inaccessible to children at all times during the inspection.
- The premises, play equipment and materials were in a clean and hygienic condition and documented cleaning schedules were on display in the service.
- Except for the non-compliances identified below, the children were facilitated to wash their hands before eating, after the use of the toilet, and on return from the garden.

##### Administration of Medication:

- Medications were stored out of the reach of children. No children were observed having medication administered on the day of inspection.
- A detailed care plan was available in the service for a child who may require medication administered.

### Safe Sleep:

- On the day of inspection all children aged less than 2 years slept in standard cots provided in the service's sleep rooms.
- Adequate space of at least 50cm was maintained between the cots and sleep mats in the sleep rooms and care rooms in the service.

### Fire Safety:

- The records demonstrated that fire drills were practiced on a regular basis to familiarise both adults and children of the correct procedures to follow in the event of a fire.

### Non-Compliance Information

#### Infection Control:

1. The steps in the services nappy changing policy were observed not to be followed as evidenced by the following:
  - Aprons were not observed to be worn for nappy changing.
  - Children were observed not to have their hands washed following nappy changing.
  - The nappy changing mat was observed not to be cleaned following nappy changing.
2. On discussion with staff members in the Tweenie room the services policy for the sterilisation of soothers was not being followed. Staff stated that they sterilised the soothers once weekly which is at variance with the service policy and poses an infection control risk.

#### Safe Sleep:

3. Staff members in both the Tweenie room and in the Playschool, room were observed conducting the children's sleep checks at variance with the services safe sleep policy. In both care rooms the staff members documented the time that the children went to sleep only and retrospectively completed the sleep check when the children woke up. Furthermore, in the Tweenie room staff members were observed conducting sleep checks by standing at the sleep room door rather than individually checking the children at 10-minute intervals. All sleeping children must be physically checked every 10 minutes to include checking the child's colour, breathing and sleeping position.

### Action submitted by the Registered Provider

### Corrective Action

#### **Infection Control:**

1. Managers have reviewed and discussed with all educators all policies & procedures in this area such as their handwashing policy, toileting policy, nappy changing policy.
2. The soother policy was in their safe sleep policy however they have since created its own policy and have informed all educators of this policy and procedures to ensure that soothers are kept clean at all times and soother pots.

#### **Safe Sleep:**

3. Managers have discussed the importance of following their safe sleep policy with all educators and highlighted the importance of physical checks and documentation of these checks.

### Preventive Action

#### **Infection Control:**

1. Manager will review over these policies on a monthly basis with all educators to ensure a high standard of infection control is kept.
2. Manager will review their policy on a monthly basis with all educators to ensure a high standard of infection control is kept.

#### **Safe Sleep:**

3. Managers will monitor this daily to ensure all educators are following their safe sleep policy and conduction physical checks and documentation correctly.

### Supporting documentation submitted

#### **Infection Control:**

1. Copies of policies and a signed document from all educators who have revied the policies and procedures.
2. Copy of their soother policy was provided.

#### **Safe Sleep:**

3. Copy of their safe sleep policy and a copy of signatures of all educators who reviews their policy.

### Summary Comment

The inspector has reviewed the actions and evidence submitted. The noncompliance identified under regulation 23 - Safeguarding health, safety and welfare of child has been adequately addressed.

### Part VI - Safety

#### Regulation 24 - Checking in and out and record of attendance

(1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.

(3) A registered provider shall ensure that-

(a) no person other than-

(i) pre-school child attending the service,

(ii) a person dropping or collecting such a child,

(iii) an employee, or

(iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and

(b) a daily record in writing is kept of the entry on the premises of any such person.

#### Compliance Information

3(a)(b) A system was in place to ensure that no person other than the children and their parents or guardians, employees, approved students or authorised visitors could enter the service. A visitor's book was maintained and on arrival to the service the inspector was requested to record her attendance on the premises.

#### Non-Compliance Information

(1) The children's attendance records were not accurately maintained as evidenced by the following:

- A child attending the Tweenies room was present in the service from 08:55am but was not signed into the register until 10:55am.
- Two children attending the Montessori room who were present in the service from 9.00am were not signed into the register until 12:10pm

It is acknowledged that when the above attendance records were brought to the attention of the staff members in the respective rooms by the inspector the attendance records were rectified immediately.

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

##### Corrective Action

- (1) Managers have discussed the importance of attendance sign in for children, on the day of inspection the children in question were in late and educators didn't sign in at that moment.

##### Preventive Action

- (1) All educators will ensure all children are signed in as they arrive paying specific attention to children who may arrive late or take up extra days that are not on their usual schedule.

### Summary Comment

The inspector has reviewed the actions and evidence submitted. The noncompliance identified under regulation 24 - Checking in and out and record of attendance has been adequately addressed.

### 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) Five staff members held in-date First Aid Response (FAR) training. Based on a review of the staff members' training records and the service's staff roster, it was evident that the registered provider ensured that a person with FAR training was at all times immediately available to the children attending the service.

(2)(a) and (b) The first aid cupboard was suitably equipped and safely stored in readily accessible positions on the premises, out of the reach of children.

### 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 firefighting 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 of the fire drills that take place was available. The most recent fire drill was recorded on 18th August 2025.

(b) The annual maintenance certificate for the fire extinguishers was dated 08 August 2025.

(4) The fire evacuation procedures were displayed on walls throughout the service, which contained details in relation to the procedure to be followed in the event of a fire.

## Non-Compliance Information

(b) A maintenance certificate was not available for the smoke alarms in the service.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective Action

(b) Since inspection a new contractor has been acquired by the service to carry out maintenance on the fire alarm and smoke alarms.

### Preventive Action

(b) Maintenance will be conducted on a quarterly basis, managers will ensure that this is monitored, and records are kept of any maintenance visits.

### Supporting documentation submitted

(b) Maintenance certificate for smoke alarm was provided.

## Summary Comment

The inspectors have reviewed the actions and evidence submitted. The noncompliance identified under regulation 26 - Fire safety measures has been adequately addressed.