

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2022KY003
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Name of Service:	Kilcummin Montessori Preschool
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Address of Service:	Kilcummin N.S, Clashnagarane, Kilcummin, Killarney, Co Kerry
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Eircode:	V93 HF82
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Name of Registered Provider:	Victoria Kiely
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Service type:	Part Time, Sessional
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Date(s) of Inspection:	12/06/2025
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No of pre-school children:	AM	17	PM	N/A
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Address of the Early Years Inspectorate:	Tusla Early Years Inspectorate, 13 Market Square, Mallow, Co Cork, P51 DD5Y
Inspection undertaken by:	N O'Donoghue
Title:	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).

Conditions if applicable	N/A
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Description of service

Kilcummin Montessori Pre-school is a part-time service located within the school grounds in Kilcummin. The service operates from 08:30 to 13:30, Monday to Friday. The service has its own entrance at the side of the school and consists of a large classroom, a kitchen area and 2 children's sanitary facilities within the classroom. The adult toilet is located in the main hallway and the children have access to a dedicated outdoor play area.

Staffing

There were 4 staff employed in the service including the registered provider, deputy person in charge, educator and relief educator.

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/ first aid. The inspection may also focus on other areas as required.

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*
- (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,*
- (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 deputy person in charge on the premises on the day of inspection. In the event the person or deputy person in charge were not on the premises a named person able to deputise was available.
 - (b) A person in charge or named deputy person in charge were on the premises at all times during the operation of the service.
 - (c) There was a clearly identified management structure in the service. This included person in charge, deputy person in charge, educator and relief worker.
- (2) Four staff work in the service; all four staff files were open to inspection.
- (a) Of the eight references required, eight validated references were from past employers.
 - (b) Of the eight references required, there were no references from reputable sources.
 - (c) Garda vetting disclosures had been obtained for all four staff. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
 - (d) Police vetting was deemed to be required for two of the adults working in the service and copies of the relevant documents were maintained on file.
- (4) All four staff held relevant qualifications in Early Childhood Care and Education at least 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.

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.

(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) There was an adequate number of adults working directly with the children at all times.

(3) On the day of inspection, the adult to child ratios were in adherence to the requirements of the regulation.

The service was only operating sessional hours on the day of inspection due to staff meetings.

- In the morning, there were 2 staff working with 17 children aged between 3 years and 5 years and 4 months of age, all attending sessional care.

(8)

(a) The registered provider ensured there were at least two staff on the premises at all times.

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;*
- (b) details of the class of service and the age profile of children for which the service is registered to provide services;*
- (c) details of the adult:child ratios in the service;*
- (d) the type of care or programme provided in the service;*
- (e) the facilities available;*
- (f) the opening hours and fees;*
- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (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) All records in relation to the service 1 (a-k) were inspected, all required information was available.
- (3) The record in relation to the service 1 (a-k) was open to review by the inspector.

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) On the day of inspection, the following information was obtained through:

- Direct observation and discussion with staff
- Examination of relevant documentation.

Basic Needs:

- Water was available throughout the morning from an easily accessible shelf and crockery was available if a child required. Each child had their own personally designed tray mat on which to place their snack.
- Individual aprons were available for each child for messy activities.
- The children were observed independently accessing the sanitary areas. The staff were available to provide assistance, if required.
- Children were able to move freely in the large classroom availing of a wide choice of individual and group activities. Toys observed included magnets, farm animals, artwork and toy cars.
- Children were observed in outdoor play, where children could freely bring toys outdoors along with a plastic table and chairs. There was a wide choice of activities for the children to choose from outdoors. This included mud kitchens, slides, play houses, balance boards, sand pit and water play.
- The children had wet gear, and rain boots accessible for outdoor play. Children were independently dressing themselves in their gear, staff were available to provide assistance if required.

Supporting Relationships:

- Staff were noted to be warm, caring and sensitive in their interactions with the children. Staff spoke in a calm and language rich way towards children supporting them in their communication. This was observed through the staff speaking with the children about the 'Life cycle of a butterfly', discussing what food they eat including grapefruit and oranges.

- Staff spoke at the child's level in a calm, soothing tone. Children were at ease with staff and were comfortable in expressing their feelings and emotions to the staff members.
- Staff explained that the activities are child led, and children voice their interests and staff support their knowledge and learning through songs, activities, games and crafts.

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:

- Access to the service is separate to the main entrance of the school which ensures there is no unauthorised access to the service.
- Visibility strips were observed on low laying windows.
- All emergency exit doors were clear from obstruction.
- All electrical cables were observed to be safely out of reach of children.
- All low laying cords were out of reach of children.

Infection Control:

- Windows were open for natural air ventilation.
- Staff were observed cleaning tables between activities and prior to meal times.
- Regular handwashing was observed after outdoor play and before snack time. Staff were observant of handwashing and ensured children's hands were clean from dirt from outdoor play.
- Peddle operated bins were observed in the main room and sanitary facilities.
- All perishable foods were stored in the refrigerator.

Administration of Medication:

- No administration of medication was observed on the day of inspection.

Fire Safety:

- Fire exits were clear if any obstruction and were clearly identified in the room.
- Fire equipment was available in the event they were required.

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 staff trained in first aid for children were at all times immediately available to the children. Three staff held up to date training in First Aid Responder first aid.

(2) The first aid box was assessed on day of inspection and was fully stocked.

(a) The first aid box was stored up high, out of reach of children and easily accessible to staff.

(b) The first aid box is accessible to staff in the event that a child may require it.