

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances

**Tusla I.D.:** TU2023MN001

**Name of Service** Cygnet's Nest

**Address of Service:** Clones Road, Derryvalley, Ballybay, Monaghan, A75 HF78

**Email Address:** info@monaghanwaldorfschool.ie

**Name of Registered Provider:** Ms. Jamie MacLeod Elliot

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

**Proposed change:**  
Change in Number of Children that can be Accommodated 22 to 33 children  
Change in Service Type from Part time/sessional to Full Day / Part Time  
Change in hours of operation to 9 – 3.00pm  
Change in number of staff from 2 to 4

**Proposed Number of Children:** 33

**Recommended Change Following Inspection:**  
Number of children: 33 this is based on the space available as per Regulation 30 and sanitary accommodation available as per Regulation 29  
Service type: Part-time and sessional as per registered provider on day of inspection  
Hours of operation 9 – 2.00pm  
Change in number of staff from 2 to 4

**Registered change:**  
Change in hours from 09:00 – 13:00 to 09:00 – 14:00  
Change in number of children from 22 to 33(Max 31 part-time) children  
Change in number of staff from 2 to 4 staff

9:

<b>Date of Inspection:</b>	2	4	0	7	2	0	2	5
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**Inspection undertaken by:** S Skinnader

**Title:** Early Years Inspector

**Tusla Early Years Inspectorate Address:** No.18 The Grange Plantation Walk Monaghan

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### Rationale for Inspection: Proposed Change of Circumstance

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

<b>Registration Status:</b>	<b>Registered Part-time &amp; Sessional Service for 33(Max 31 Part-Time) Children</b>
<b>Date of Registration</b>	<b>12<sup>th</sup> August 2025</b>

### 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).

<b>Description of Service</b>	This service commenced operation in 2023. It provides a part-time and sessional service to children aged 2 - 6 years. The service operates from 9.00 – 1.00pm and caters for a maximum of 22 children.
<b>Premises</b>	The premises consists of a single storey building with a large open plan playroom. Ancillary accommodation consists of sanitary areas, storage, a kitchen area, office space and additional rooms which are used by the primary school service. An enclosed outdoor area is available on the premises. It is proposed to open a new care room adjoining the existing preschool room.
<b>Staffing</b>	There are currently 2 staff members employed in the service. It is proposed to increase the staff number to 4.
<b>Methodology</b>	<p>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 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>
<b>Additional Information</b>	The service was found to be operating the change prior to approval from the Registration Office.

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<b>Acknowledgements</b>	The Inspector wishes to acknowledge the cooperation of the registered provider who was present on the day of the inspection.
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### 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>Requirement met:</b>	The requirement has been met. (1)(a) There is a designated person in charge and a named person to deputise as required.
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### 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.

<b>Requirement met:</b>	The requirement has been met. (1)(a) It is proposed that 2 additional staff members will be available to work directly with the pre-school children in the new room. The registered provider is aware of the minimum ratio of adults to children specified in Part 1 and 2 of Schedule 6.
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### 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.

<b>Requirement met:</b>	(1)(a) The requirement has been met.
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	<p>The preschool children have access to adequate and suitable facilities for play both indoors and outdoors on the premises. The new care room is bright and spacious with age-appropriate toys and equipment.</p> <p>(b) The children have access to a soft /rest area which is located within the existing playroom and consists of a variety of soft cushions and throws. A day bed with appropriate bed linen is available for any child who may require a sleep. Additional soft cushions are available in the new care room</p> <p>(2)(b) The pre-school children have access to an existing enclosed outdoor area to the front and side of the building. The outdoor area adjoining the actual premises is currently not in use until the area has been developed and renovated.</p>
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### 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.

The lunches will be provided by parents with enough food for a second snack if staying on a part-time basis. Perishables food items are stored in the kitchen fridge.

Potable drinking water will always be available to the children.

### 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.

For example, the external doors are appropriately secured to prevent a preschool child exiting unaccompanied and a doorbell system is in place once the children have arrived in the morning. All cleaning agents are stored out of the reach of children and cleaning equipment appropriately stored out of the care room. Blind cords are appropriately restricted. There is a designated fire assembly point in the front car park.

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### 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) One staff member has up to date FAR training. A certificate of training was available for inspection.

(2)(a) A suitably stocked first aid box was provided in the service.

### 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 met.

(1)(a) and (b) A template is available to record fire drills. A record is available for the servicing of the firefighting equipment and the fire alarm system dated 10/24 and 24/9/24 respectively.

(4) A notice of the procedures to be followed in the event of a fire is displayed in the service.

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### Part VI – Safety

#### Regulation 28 – Insurance

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

#### Requirement met:

The requirement has been met.  
Insurance is in place for the preschool children which covers a maximum of 22 children and expires on the 27/3/26. An insurance quotation was submitted to the Registration Team prior to this inspection. The Registered Provider must ensure that adequate insurance is in place prior to the commencement of the change. The change approval is contingent on the registered providers compliance with Regulation 28.

### 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:

The requirement has been met.

(a) The service is operating from a premises which appears on visual inspection to be structurally sound.

(b) The service is safe and secure with a locked entrance. The outdoor play area to the front and side of the building is fenced and secured.

(c) Light levels in the care room and sanitary accommodation are adequate and are provided by means of natural light through windows and supplemented with covered fluorescent lights.  
The room temperature in the care rooms is adequate. Heating is by means of under floor heating.  
Ventilation: The care rooms are ventilated by means of openable windows and in the sanitary accommodation by means of mechanical ventilation.

(d) The premises, toys and equipment are in a clean condition and in good repair. Cleaning schedules are available.

(e) There are 3 toilets and 3 wash hand basins in the sanitary accommodation down the corridor for the children attending the service. A wall mounted pull down nappy changing station is available in the staff / disability access sanitary accommodation and a pedal operated nappy bin is also available. The sanitary areas have a continuous supply of thermostatically controlled running water, a supply of liquid soap and a wall mounted paper towel dispenser.  
There is an additional staff toilet and hand basin for the staff in the service.

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### 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.
- (2) A registered provider of a full day care service or a part-time day care service shall ensure that the minimum amount of clear floor space specified in column (3) of Schedule 7 opposite a particular reference number specified in column (1) of that Schedule in respect of the age range of children specified in column (2) thereof at that reference number is available for each child in that age range attending the service.

#### Requirement met:

The requirement has been met.

(1) and (2) There is approximately 23m<sup>2</sup> available in the proposed new care room which may accommodate a maximum 12 children aged 2-6 years on a sessional basis or 9 children on a part-time basis aged 2-3 or 10 children aged 3-6years. There are currently up to 22 children cared for in the existing care room on a part-time / sessional basis.