

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Initial Inspection of Proposed New Service

Tusla I.D:

TU2024GY002

Name of Service:

Lilypad Montessori and Afterschool

Address of Service:

Cloughanover National School  
Cloughanover,  
Headford,  
Co. Galway.  
H91 K2XO

Email Address:

maughanchildcare@gmail.com

Name of Proposed Registered Provider:

Ms. Caitriona Maughan.

Type of Proposed Service:

Full Day Care	<input type="checkbox"/>	Part-Time	<input type="checkbox"/>	Drop-In	<input type="checkbox"/>
Sessional	<input checked="" type="checkbox"/>	Childminding	<input type="checkbox"/>	Temporary	<input type="checkbox"/>

Proposed service type:

Sessional

Proposed Number of Children:

22

Outcome of the F06 Inspection  
(e.g., type of service, numbers, age ranges, times,)

Sessional Service.  
Cater for a maximum of 22 children.  
Children aged 2 years to 6 years of age.  
Opening hours 8.30 am to 12 pm.

Registered service:

Sessional Service 22 children

Date of Inspection:

0 2 0 8 2 0 2 4

Inspection Undertaken by:

S. Meehan.

Title:

Early Years Inspector.

Tusla Early Years Inspectorate Address:

Early Years Inspectorate,  
Quality and Regulation Directorate,  
Child and Family Agency,  
Clinical & Administration Building,  
Block A, 1st Floor- Green Corridor,  
Merlin Park Hospital,  
Galway.

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### Rationale for Inspection

### Proposed New Service

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

<b>Registration Status:</b>	Sessional Service 22 children
<b>Date of Registration:</b>	21 <sup>st</sup> August 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).

<b>Description of Service</b>	This privately-owned, sessional service known as Lilypad located in Cloughanover national school, in a rural area of county Galway. The preschool proposes to offer an Early Childhood Care and Education (ECCE), sessional care programme from 8.30 am to 12 pm, Monday to Friday, for 38 weeks of the year. The service proposes to provide a child centred play based preschool curriculum.
<b>Premises</b>	The premises has 2 playrooms, sanitary facilities and a staff office. There is an outdoor play area at the entrance of the service and to the rear.
<b>Staffing</b>	The proposed registered provider is the person in charge and a deputy is also appointed. The proposed person in charge and deputy both hold at least a major award in Early Childhood Care and Education at a Level 5 and over on the National Qualifications Framework, or a qualification deemed by the Minister to be equivalent. It is proposed that all staff employed to work with children will require the same minimum qualification.
<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 four 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 the registering application. 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>Acknowledgement</b>	The Inspector wishes to acknowledge the cooperation of the proposed registered provider who were 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.

#### Requirement met:

(1)(a) The requirement has been met, as the proposed registered provider has ensured that the service will have a named designated person in charge and a named deputy who can deputise as required.

### 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.

#### Requirement met:

(1) It is proposed that the minimum ratio of adults to children will be maintained which will be reflected in the staff roster. It is proposed that 2 adults will work directly with the 22 preschool children.

### 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—

(a) of a full day care service, a part-time day care service, a sessional preschool service or a childminding service that is registered for the first time 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.

(3) Where outdoor space to which the pre-school children attending the service have access is provided on the premises of a sessional pre-school service other than such a service to which paragraph (2) applies, a temporary pre-school service or a pre-school service in a drop-in centre, the registered provider shall ensure that such outdoor space is suitable, safe and secure.

<b>Requirement met:</b>	<p>(1)(a) This requirement has been met. Adequate space has been provided for children to play indoors and outdoors. There is a well-resourced playrooms divided into areas of interest which includes a small world area, creative writing space, selection of jigsaws and puzzles, Montessori equipment and an arts area with arts equipment, drawing paper and bibs for messy play. There was also a water and sand play area, transport area, farm area, block building area and natural materials section. There was a fully equipped household area with a variety of household items. The play room also had a soft seated area with a selection of books.</p> <p>(b) Suitable soft seating was available for children to rest during the day are available for children attending on a sessional basis.</p> <p>(2) (b) The service has access to an outdoor play area and a sheltered outdoor area. There was a selection of play and sports equipment for children to play with during the session.</p> <p>(3) Arrangements are in place for daily outdoor activities regardless of weather, the service has an outdoor sheltered area.</p>
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### Part V – Care of Children in Pre-School Services

#### 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.*

<b>Requirement met:</b>	<p>(22) The service has a healthy eating policy is in place. The service had a 3-week menu plan which is suitable balance and varied. A fridge is available for children attending on a sessional basis for the storage of perishable items. Water is proposed to be available in the playrooms and during outdoor play.</p>
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### 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:

#### GENERAL SAFETY:

- The main entrance door is at the rear of the primary school, into the pre-school which was secured to prevent unauthorised entry by a person or the unsupervised exiting by a pre-school child.
- Toys and play equipment were safe and in good condition in the playrooms.
- Fire doors were unobstructed to ensure the safe evacuation in the event of a fire or other emergency.
- The utility storage area was secured to prevent preschool children having access to chemicals or cleaning agents.
- All flexes and cables were out of reach of children or secured.
- The cords of the blinds were secured, fastened and therefore posed no risk to preschool children.
- There was a fridge for the storage of perishable items from children’s lunch boxes for their snack times.
- The proposed registered provider had a risk assessment system. A system of checking toys and equipment was in place i.e., that they were not broken, clean and maintained in a good state of repair.
- There were no pits or ponds to cause any risk of danger to preschool children.
- The proposed registered provider had a daily record of attendance book to be kept for all the children attending the playroom.

#### INFECTION CONTROL:

- There was a cleaning schedule available and a sample cleaning record for the playrooms, sanitary areas, and outdoor play areas.
- Hand washing facilities were provided with a supply of warm water, liquid hand soap and disposable paper hand towels.
- A supply of hand sanitiser was available at the entrance, corridors of the primary school and the playroom.
- Thermostatically controlled warm water was available for use by the children to facilitate hygienic hand washing with a temperature reading of less than 43°C.
- Foot pedal bins were used in the sanitary areas and the playrooms.

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### SAFE SLEEP:

- There was child size soft seating in a cosy corner in the playrooms where children could rest or relax if they so choose.

### 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:

- (1) The proposed provider has a certification as a first aid responder training and another staff member.
- (2)(a) There was a suitably equipped first aid box available in the kitchenette and is available to the 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 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:

- (1)(a) Provision for the recording of fire drills was available.
- (b) The type, number and maintenance record of the fire -fighting equipment was serviced in June 2024 and smoke alarms service was dated as the 14<sup>th</sup> June 2024.
- (4) A notice of the procedure to be followed in the event of a fire specific to the early year's service was available and erected in the playrooms and main entrance to the service. There was a clearly identified fire assembly point at the side of the building.

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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:

There is adequate insurance available in the service for 22 children on a sessional basis. The insurance is valid until the 27<sup>th</sup> of March 2025.

### 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:

(a) The service consists of 2 playrooms, sanitary facilities, office and play area which appears to be maintained in good condition.

(b) The indoor and outdoor areas are safe and secure. The outdoor area is at the front entrance and at the rear of the building.

(c) Adequate lighting is provided by florescent lights protected by diffusers. The playroom is well lit by natural light. The windows are openable, the room and sanitary areas are well ventilated. The service has thermostatically controlled heating system.

(d) Cleaning equipment is safely stored and secured away from the main play area. The building is well maintained, clean and presentable.

(e) Adequate and suitable sanitary facilities were provided. The playrooms have 2 toilets and two wash handbasins, an adult toilet and wash hand basin which is sufficient for all the children and staff attending the service. A maximum of 22 children can be accommodated that are toilet trained.

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 sessional pre-school service or a pre-school service in a drop-in centre shall ensure that a minimum of 1.818 square metres of clear floor space is available for each child attending the service.
- (3) Where a registered provider contemporaneously provides—
- (a) a sessional pre-school service, and
  - (b) a full day care service or a part-time day care service, or both,
- the minimum clear floor space applicable for the duration of the sessional preschool service in respect of the children attending that service shall be the floor space specified in paragraph (3).

**Requirement met:**

- (1)
- The proposed registered provider of the proposed sessional pre-school service ensured that a minimum of 1.818 square metres of clear floor space was available for each child attending the playrooms between 2-6 years of age.
  - The proposed sessional playrooms measured:
    - Playroom 1 measured 44 metres squared which allows a maximum of 22 on a sessional basis.
    - Playroom 2 measured 28 meters squared which allows a maximum of 15 on a sessional basis.
  - Adequate floor space was provided in the proposed playrooms for the free movement of children to work and play.
- (2) The minimum space regulatory requirement is met for the proposed 22 pre-school children in the sessional service.
- (3) Playroom 1 measured 44 metres squared which allows a maximum of 22 on a sessional basis.
- Playroom 2 measured 28 meters squared which allows a maximum of 15 on a sessional basis.