

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances



Tusla I.D.: TU2024RN001

Name of Service Na Fea Montessori Preschool

Address of Service: St Mary's National School, Glebe, Knockcroghery,
Co. Roscommon.

Email Address: marielouisemcmanus@gmail.com

Name of Registered Provider: Marie McManus

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

Proposed change: Change from sessional to part-time & sessional.
Change in hours of operation from 9:30-12:30hrs to 08:30 – 13:30hrs.

Proposed Number of Children: 22 children

Recommended Change Following Inspection: Approve proposed change from sessional to part-time & sessional

Registered change: Additional service type from sessional to part-time & sessional
Change in hours of operation from 09:30 – 12:30 to 08:30 – 13:30

Date of Inspection:	3	0	0	5	2	0	2	5
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Inspection undertaken by: A. Kennedy

Title: Early Years Inspector

Tusla Early Years Inspectorate Address: Early Year's Inspectorate, TUSLA, Child and Family Agency,
Government Buildings, Convent Road, Roscommon,
Co. Roscommon.

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Rationale for Inspection:
Proposed Change of Circumstance

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

Registration Status:	Registered Part-time & Sessional Service for 22 Children
Date of Registration	20th June 2025

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	This pre-school service operates from a room within the primary school in the village of Knockcroghery, Co. Roscommon. An Early Childhood Care and Education (ECCE) pre-school sessional care programme is offered from 9.30hrs to 12.30hrs. The service can cater for a maximum of 22 children at any one time, for children aged between 2 and 6 years of age. A Montessori play-based pre-school curriculum focusing on emerging interests is provided.
Premises	This pre-school service operates from a designated preschool room. Quiet rest areas are available for children to rest and relax. There is a designated secure outdoor play area located at the side of the primary school. The children have access to the school hall, during inclement weather.
Staffing	The registered provider proposes to work between this service and a partner service in Athlone. There is a named designated person in charge and a person able to deputise. There will be two staff working directly with the children on a daily basis. The registered provider will provide care when on site. The staff working directly with children have at least a major award Quality and Qualifications Ireland (QQI), in Early Childhood Care and Education at Level 5 or a qualification deemed by the Minister to be equivalent. The staff have documentary evidence of on-going training and education.
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)

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	<p>(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>
Acknowledgements	The Inspector wishes to acknowledge the cooperation of the registered provider, person in charge, 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.

Requirement met:

This requirement has been met.

(1)(a) The service has a designated person in charge and a named person 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.

(8) Without prejudice to paragraphs (2) to (7)—

Requirement met:

The requirement was met.

(1) It is proposed that there will be two staff working directly with the pre-school children. The registered provider will ensure that the adult child ratio is adhered to. One adult to 6 children aged 2-3 years and one adult to 8 children aged 3-6 years proposing to attend the part time service. A third adult is available to assist if required.

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,*
 (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:

(1)(a) The design, organisation, and resourcing of the indoor and outdoor environment will be able to support each child’s wellbeing, learning and development, within the ethos and philosophy of the service.

The playroom was designed and arranged to

- maintain a space that was clean, organised, and free of clutter,
- divided into areas that were supplied with materials organised in a way to support proposed children’s play, development, and learning,
- give all proposed children access to the same facilities, activities and play opportunities, to promote their welfare and development.

The equipment was stored on low-level shelving and was thereby readily accessible to the proposed pre-school children.

The play equipment and materials were age and stage appropriate, and designed to offer a child manipulative activity, to encourage hand eye co-ordination, to develop fine motor skills and logical thinking.

There were opportunities for imaginary play with dress up clothing, role play construction and kitchen areas.

There were Montessori links, towers, connectors and shapes.

There were messy water and sand play areas. There was a selection of transport vehicles, mark making, reading materials.

- Creative play with art and craft materials, paper, paint, glue, glitter, pencils, crayons, stencils, and recycled materials.

- Language and literacy play with visual aids, books, audio books, matching games, sandpaper letters and numbers.
- Gross motor play with footballs, slides, tractors, and push cars in the outdoor play areas. The registered provider advised children would have movement breaks and yoga at designated times while in the playroom.
- Sensory play with sand, water, rice, play dough, sensory toys, and puzzle cubes.
- Fine motor play with pegs, pins, stickers, pinches, scissors, magnets, threading, stacking, mix and match, insets, puzzles, jigsaws, and blocks.
- Risk taking opportunities allowing children the chance for climbing steps, use the swing, play ball games, and during group game activities.

Displayed on the walls were notice boards for children’s art and craft work.

There was a store area adjacent to the playroom.

The registered provider advised that toys, materials, and equipment would be rotated on a seasonal theme basis.

(1)(a) A rest quiet area was provided in the form of soft seating couches; a bean bags and poofs to facilitate a child to rest or opt out of an activity if he or she chose too.

(2)(b) Outdoor area

The registered provider advised that the outdoor area was an extension of the indoor environment and linked with the learning that goes on inside.

The children would have the opportunity to be outside as often as possible, in all weather conditions.

The designated outdoor play area was to the side of the national school. The area was securely fenced and covered with concrete. Play equipment and materials provided in the outdoor area would support a range of physically energetic activities and play experiences. There were push cars, tractors, a construction bench (with a latch, door stopper, wheel and switch), a slide, a shop, an activity centre with slide, steps, swing and ball hoop.

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There was a sensory area covered with impact absorbing surface with mounts, trees and planters to the front of the primary school. There were pitches, playground areas and planters to the rear of the national school.

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 service had a healthy eating policy.

It is proposed that parents and guardians will provide food for their child’s snack time. The staff would ensure that each snack will have two food groups.

The registered provider advised that the children would have two meals and one snack and would have the option on arrival to have a selection of breakfast cereals, a selection of fresh fruits, yoghurts and rice cakes and advised there will be a supply of food for any child requiring additional food.

A drinks table is available in the playroom and in the outdoor areas during play to allow the children the opportunity to ‘self-serve’ their drinks.

There was a selection of cutlery, plates, and cups available.

Perishables items from children’s lunch boxes will be stored in designated fridge in the playroom.

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 designated entrance was secure to prevent unauthorised entry and prevent unsupervised children leaving the pre-school.
- The storage area adjacent to the playroom, was secure and thereby inaccessible to a pre-school child.
- The external play areas were secure so that children could not leave the area unsupervised and unauthorised persons could not enter the area.

- The fire door was unobstructed.
- All cleaning agents were stored inaccessible to the children.
- Leads, cables, and flexes were secured to prevent any trips or strangulation hazard.
- The playroom temperature was maintained between 18°C to 22°C.
- Thermostatically controlled warm water not exceeding 43°C to facilitate hand washing without risk of scalding the children, was available to facilitate hygienic hand washing.
- Heavy equipment and furnishings were anchored appropriately.
- The four openable windows were high and thereby inaccessible to a child. Each of the blind cords were secured by a fastener safety system.
- All toys and play equipment were observed to be safe and in good condition.
- There were no pits or ponds in the designated outdoor area to cause any risk of danger to the proposed pre-school children.
- The service had a risk assessment system for checking that toys and equipment were not broken, in a clean condition and maintained in a good state of repair.
- The registered provider clearly identified to the early year's inspector, the drop off and collection procedures for children.

Infection Control

- Hand washing facilities were provided with a supply of warm water, liquid hand soap and a roll towel dispenser.
- The toys and play equipment were maintained in a clean and hygienic condition.
- The registered provider advised that the outdoor play equipment would be cleaned prior to/ after a child's use, with documented records maintained.
- A refrigerator was provided in the playroom for the storage of perishable foods.
- The playroom was observed to be kept adequately ventilated whilst maintaining the room temperatures at the required levels.

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	<ul style="list-style-type: none"> • There was a cleaning schedule and cleaning records for the materials, equipment, and furnishings. • Waste is disposed of in the sanitary area and playroom in foot pedalled lidded bins and thereby inaccessible to the pre-school children. <p>Administration of Medication</p> <ul style="list-style-type: none"> • The adults present demonstrated clear knowledge of safe practices regarding the administration of medication. <p>Fire Safety</p> <ul style="list-style-type: none"> • All exit routes from the service were free from obstruction during the inspection.
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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) Two staff who will be working in the pre-school service have a current first aid responder qualification.

(2)(a)(b) A suitably equipped first aid box was available and in an easily accessible conspicuous position, with content items within date.

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) Arrangements were in place to record monthly fire drills.

(b) A record of the number, type, and maintenance record of firefighting equipment

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in the service was on file. Records indicated that the last annual maintenance for the firefighting equipment was dated 24th of June 2024. Records indicated that the last annual maintenance certificate for the smoke and fire detection system was dated 9th of April 2025.

(4) A notice of the procedures to be followed in the event of a fire was displayed in a conspicuous position in the playroom.

Part VI – Safety

Regulation 28 – Insurance

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

Requirement met:	<p>The requirement has been met.</p> <p>An insurance quotation was submitted to the registration office prior to the inspection. The services had an insurance certificate with a commencement date of 1st of September 2025 and an expiry date 28th of November 2025 for a part time service for 22 children and included the following: -</p> <ul style="list-style-type: none"> • public liability insurance, • insurance against fire and theft, • buildings insurance, • insurance for outings undertaken as part of the service provision.
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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 requirements have been met.</p> <p>(a) From a visual inspection the indoor playroom was of sound and stable structure and there were no observable indications of defects.</p> <p>(b) The playroom and the outdoor play areas were safe and secure. The main entrance door to the premises has a securing mechanism in place with a keypad</p>
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access security system. The internal entrance door to the playroom has a high positioned securing device to prevent children from leaving the playroom unnoticed.

(c) There was natural lighting in the playroom from four high openable windows on the two outer walls. There was a window in the sanitary area.

The playroom was well ventilated by means of the openable windows and doors.

The pre-school service was adequately lit with natural light provided from four windows in addition to six artificial lights on the playroom ceiling. The tube light fittings in the playroom and the light fittings in the sanitary area had protective covers in place.

The radiators were connected to an oil heating system that was thermostatically controlled to allow the recommended room temperature of between 18°C and 22°C for the playroom.

On the day of inspection, the room temperature was maintained at 19.8°C.

The playroom and sanitary area radiators had adjustable heating control mechanisms and were found to be controlled under the required maximum level of 50°C.

The warm water in the sanitary areas was maintained at a safe temperature of 35.7°C and the registered provider advised it would be no greater than 43°C.

(d) In the proposed indoor playroom the play and work equipment were Clean and in good repair.

Cleaning equipment was safely stored away from / inaccessible to the pre-school children.

From observation, the furnished playroom was maintained in a clean and hygienic condition.

There was evidence that there was a professional rodent proofing service.

(e)

Adequate and suitable sanitary facilities were provided.

There were two designated children's toilets with two designated children's wash hand basins.

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	<p>There was a designated adult only toilet with a designated wash hand basin, in the main primary school.</p> <p>Liquid soap dispensers and paper hand towels in designated dispensers were within easy access to a pre-school child.</p> <p>Foot pedal lidded bins were provided in the sanitary areas.</p> <p>The service uses a public water supply and sewage system.</p>
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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.*
- (4) *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:	<p>(1) Adequate floor space was provided for the free movement of children to work and play.</p> <p>(2) The registered provider will ensure that the minimum clear floor space is adhered to for pre-school children.</p> <p>(4) The measurement of the proposed playroom floor space was 62 square meters, thus, ensuring a minimum of 2.3 square metres of clear floor space will be available for each child proposing to attend the part-time service.</p>
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