

# TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

## Inspection Due to a Proposed Change of Circumstances



|                                                 |                                                                                                                                                                                                                                                |                                     |                     |                          |                  |                                     |   |   |
|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|---------------------|--------------------------|------------------|-------------------------------------|---|---|
| <b>Tusla I.D:</b>                               | TU2015CC441                                                                                                                                                                                                                                    |                                     |                     |                          |                  |                                     |   |   |
| <b>Name of Service</b>                          | Toddle Inn Montessori                                                                                                                                                                                                                          |                                     |                     |                          |                  |                                     |   |   |
| <b>Address of Service:</b>                      | The Elms, Castlejane Woods, Glanmire, Co Cork T45 CC60                                                                                                                                                                                         |                                     |                     |                          |                  |                                     |   |   |
| <b>Email Address:</b>                           | toddleinnglanmire@gmail.com                                                                                                                                                                                                                    |                                     |                     |                          |                  |                                     |   |   |
| <b>Name of Registered Provider:</b>             | Kelda Browne                                                                                                                                                                                                                                   |                                     |                     |                          |                  |                                     |   |   |
| <b>Type of Proposed Service:</b>                | <b>Full Day Care</b>                                                                                                                                                                                                                           | <input checked="" type="checkbox"/> | <b>Part-Time</b>    | <input type="checkbox"/> | <b>Sessional</b> | <input checked="" type="checkbox"/> |   |   |
|                                                 | <b>Drop-In</b>                                                                                                                                                                                                                                 | <input type="checkbox"/>            | <b>Childminding</b> | <input type="checkbox"/> | <b>Temporary</b> | <input type="checkbox"/>            |   |   |
| <b>Proposed change:</b>                         | Change in service type from sessional to full day care & sessional.<br>Change in hours of operation from 8.30am -12.30pm and 12.30pm - 4.00pm to 8.00am - 6.00pm.                                                                              |                                     |                     |                          |                  |                                     |   |   |
| <b>Proposed Number of Children:</b>             | 47 sessional (no change),<br>17 full day care                                                                                                                                                                                                  |                                     |                     |                          |                  |                                     |   |   |
| <b>Recommended Change Following Inspection:</b> | 47 sessional, 17 full day care                                                                                                                                                                                                                 |                                     |                     |                          |                  |                                     |   |   |
| <b>Registered change:</b>                       | Change in service type from sessional to full day care & sessional.<br>Change in hours of operation from 8.30am -12.30pm and 12.30pm - 4.00pm to 8.00am - 6.00pm.<br>Change in number of children from 47 to 47(Max 17 full day care) children |                                     |                     |                          |                  |                                     |   |   |
| <b>Date of Inspection:</b>                      | 0                                                                                                                                                                                                                                              | 9                                   | 0                   | 4                        | 2                | 0                                   | 2 | 6 |
| <b>Inspection undertaken by:</b>                | D Prendergast                                                                                                                                                                                                                                  |                                     |                     |                          |                  |                                     |   |   |
| <b>Title:</b>                                   | Early Years Inspector                                                                                                                                                                                                                          |                                     |                     |                          |                  |                                     |   |   |
| <b>Tusla Early Years Inspectorate Address:</b>  | Early Years Inspectorate, Administration Building, St Mary's H Campus, Gurrabraher, Cork T23 X440.                                                                                                                                             |                                     |                     |                          |                  |                                     |   |   |

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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 Full Day & Sessional Service for 47 (Max 17 Full Day) Children |
| Date of Registration | 24 April 2026                                                             |

### 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).

|                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| <b>Description of Service</b> | Toddle Inn Montessori is currently registered to provide sessional care, to children aged 2 to 6 years. This includes children attending the Early Childhood Care and Education (ECCE) Scheme, which is accommodated from 9.00am to 12.00pm and from 12.30pm to 3.30pm.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Premises</b>               | The service is located in a residential area of Glanmire, in Co Cork and operates from a purpose built, two storey premises. There are three care rooms; two located on the ground floor and the third located on the first floor. Children's sanitary facilities are provided adjoining the care rooms. One of the ground floor care rooms has been recently renovated to incorporate a kitchenette area. The setting also includes a kitchen/staff room, adult sanitary facilities and an office. The children have the use of a designated outdoor play space at the rear of the building.                                                                                                                                                                                                                                                                                                                                 |
| <b>Staffing</b>               | Eight adults are currently employed at the service, including the registered provider.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <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> |

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| <b>Acknowledgements</b> | The Inspector wishes to acknowledge the cooperation of the registered provider and the person in charge, 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>Requirement met:</b> | <p>The requirement has been met.</p> <p>The registered provider has ensured that there is a person in charge and a deputy assigned to the early years service.</p> |
|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|

### 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> | <p>The requirement has been met.</p> <ul style="list-style-type: none"> <li>During the morning sessional service, it is proposed that 7 adults will work directly with up to 47 children, aged 2 years and 8 months to 5 ½ years, across the 3 care rooms.</li> <li>Up to 17 of these children will remain for full day care in one of the care rooms, with 3 adults available.</li> <li>Afternoon sessional services will be accommodated in the other two care rooms, with up to 25 children and 4 adults present.</li> <li>The registered provider has confirmed that there will be a minimum of two adults on the premises at all times.</li> </ul> |
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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.
- (3) A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph (2) applies, shall ensure that—
- (a) a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises or

#### Requirement met:

The requirement has been met.

(1)

(a)

- The care rooms have been furnished and laid out with consideration of the developmental needs and age range of the children. Interest items such as jigsaws, construction materials, art and craft supplies, musical instruments and a selection of Montessori equipment, are arranged on low set, open shelving. Other play resources at child level include play kitchens, dolls' houses and dress up clothes.
- The multi-level outdoor play environment includes a sheltered area, with a wide variety of equipment available. For example, handheld vehicles, play kitchens, a water play wall, ride on toys, climbing frames, a sand shed and a repurposed boat.

(b) Cosy spaces, furnished with vinyl seating, floor mats and bookshelves, are in place within the care rooms. A supply of sleep mats and linen are held in storage, for children who may require sleep while attending the service.

(3)

(a) A securely enclosed outdoor play area is located at the rear of the premises.

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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.

Food for the children's breakfast and snack breaks will be provided by the service, and parents or caregivers will supply a lunch meal, for the children who will attend full day care. Microwaves will be used for reheating these meals. A four-week menu plan is in place for the meals catered by the service. In the event that alternative or additional snacks are required, a supply of appropriate foods will be maintained. Several fridges are available for the storage of perishables, including a new fridge in the recently added kitchenette. Appropriate crockery and cutlery are accessible for children's use at mealtimes. Should a child become thirsty during the day, they will have access to drinking water.

### 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.

##### General safety:

- Window blind cords are securely anchored with suitable tension devices.
- Warm water temperatures are thermostatically controlled, so as not to exceed 43°C.
- Glass panelling at child height is fitted with visibility strips.
- Cables and flexes from electric equipment are maintained out of the children's reach.
- All examined toys and play equipment are maintained in good condition.

##### Infection control:

- Warm running water, liquid soap, paper towel dispensers and foot pedal operated bins, are provided at each of the wash hand basins throughout the service.
- A supply of cleaning agents and equipment is available.
- Disposable aprons and gloves are in place for nappy changing procedures, and the nappy changing mat is clean and well maintained.
- Labelled, individual storage is in use for the children's toiletries.

##### Fire safety:

- Fire exit doors are free from obstruction.

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- Fire extinguishers are wall mounted.

### 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) Three of the staff members hold in-date First Aid Response (FAR) certification. The registered provider is aware that a FAR trained adult must be available to the children throughout the hours of operation.
- (2)
  - (a) Suitably stocked first aid boxes are located on high-level wall hooks in each of the care rooms.
  - (b) The first aid supplies will be consistently available, should they be required.

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### 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.

#### Requirement met:

The requirement has been met.

(1)

(a) Evidence of monthly fire drills are available, with the most recent fire drill dated 27 March 2026.

(b) Servicing records in relation to the firefighting equipment and the smoke alarms are respectively dated 24 October 2025 and 24 November 2025.

(4) The service's fire evacuation procedure, which contains details in relation to the procedure to be followed in the event of a fire, is clearly displayed in the entrance area. Signage highlighting the fire assembly point is clearly visible.

### Part VI – Safety

#### Regulation 28 – Insurance

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

#### Requirement met:

An insurance quotation was submitted to the change in circumstance team prior to this inspection and was updated before the inspection took place. 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 provider's compliance with Regulation 28.

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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:

The requirement has been met.

- (a) From a visual assessment, the premises appears to be of sound and stable structure.
- (b) The main entrance door is secured via a keypad, with a doorbell in place for parents and visitors. This safety precaution will reduce the risk of unauthorised entry. The sensor operated door release on the interior is located at adult height, in order to minimise the risk of a child exiting unsupervised. The outdoor play space is enclosed by walls and secured gates.
- (c)
  - A supply of natural light through windows, is available in the care rooms. This is supplemented with artificial lighting, encased in protective covers. Adequate lighting has also been ensured in the other areas of the service, including in the sanitary facilities and entrance area.
  - A gas heating system is in place, and a recent record of servicing is available. Recorded air temperatures in the care rooms and sanitary facilities fell within the required range of 18°C to 22°C.
  - Openable windows provide a natural source of ventilation in the care rooms. There is mechanical ventilation in the children's sanitary facilities, with openable windows also provided in two of these areas and in the staff sanitary facility.
- (d) A cleaning schedule is in place to record regular cleaning of the care rooms, sanitary areas, kitchens and the outdoor area. Recently completed cleaning records were also presented for review. The care rooms and the adjacent sanitary facilities are maintained in a clean and hygienic condition.
- (e) There are five children's toilets and five adjacent wash hand basins available at the service. A nappy changing station is accessible within the sanitary facility adjoining the Ladybirds rooms, with an extra wash hand basin provided here for adults' use. A staff toilet facility, with one toilet and one wash hand basin is located on the first floor. The registered provider has advised that no more than eight adults will be working at the service at any one time. The setting is serviced by a public water supply.

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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 sessional pre-school service, and
  - 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:

The requirement has been met.

(1) There is sufficient clear floor space available for the free movement of children within the care rooms, during work and play time.

(2) It is proposed that the full day care service will be facilitated in the Ladybirds room, which was measured at 40.6m<sup>2</sup>. This allows for the proposed 17 children, aged 2 years and 8 months to 5 ½ years, to attend full day care.

(4)(a) &(b)

The registered provider proposes to contemporaneously cater for children attending the sessional service and the full day care service. Each of the three care rooms allows for the children attending the sessional service to have a minimum of 1.818 square metres of clear floor space during this time:

- The Bumblebees room was measured at 22.6m<sup>2</sup> and currently caters for up to 11 children.
- Up to 14 children currently attend the Butterflies room, which was measured at 26.24m<sup>2</sup>.
- The measurement of the Ladybirds room is as per part (2) and up to 22 children attend the sessional service in this care room.