

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2016DY027
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Name of Service:	Buzzy Bees Montessori School
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Address of Service:	Clontarf Parish Centre, Seafield Road West, Clontarf, Dublin 3.
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Eircode:	D03 P275
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Name of Registered Provider:	Helen Keegan
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Service type:	Part Time
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Date of Inspection:	19/06/2026
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No of pre-school children:	AM	39	PM	23
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Address of the Early Years Inspectorate:	Early Years Inspectorate 2 nd Floor, Unit 4/5 The Nexus Building Blanchardstown Corporate Park Ballycoolin Dublin 15 D15 CF9K
Inspection undertaken by:	C. Harte
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).

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Description of service

Buzzy Bees Montessori School is a privately owned service which operates from two rooms on the ground floor of a parish centre in North Dublin. The service is registered to provide part-time care and education to children aged 2-6 years from 8:45am-1pm Monday to Friday. The service operates 38 weeks per year in line with the Early Childhood Care and Education (ECCE) scheme. An enclosed outdoor area is available on the grounds of the parish centre.

Staffing

The registered provider employs five early years professionals to work within the service and works directly within the service herself. There was a total of five adults present across on the day of inspection. This included the registered provider who was on the premises when the inspector arrived.

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 and safety. 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 -

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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,*
- (b) consideration of references from reputable sources in the case of a person who has no past employers,*
- (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

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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) The registered provider ensured that;
 - (a) The service had a designated person in charge and named person to deputise as required.
 - (b) Documentary evidence showed either the person in charge or the deputy person in charge were rostered to be present during the operational hours of the service.
 - (c) There was a clear management structure in place and staff were aware of their roles and responsibilities.
- (2) A review of paperwork and discussion with management showed that 2 adults had been employed since the last inspection. The full staff files of these adults were reviewed. A review of records maintained by Tusla demonstrated that Garda vetting disclosures of four adults were dated beyond three years. Updated vetting disclosures were requested for review. The registered provider had completed the following checks:
 - (a) Four written and validated references were available from past employers.
 - (c) Garda vetting disclosures had been obtained for all adults. However, the service did not adhere to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under regulation 23 of this report.
 - (d) A review of available documents and discussion with staff demonstrated that the staff members did not require police vetting.
- (4) Evidence was available to show that two staff members who worked directly with the children held 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.

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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.*
- (2) Subject to paragraphs (4) and (5), a registered provider of a full day care service or a part-time day care service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 1 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) thereof at that reference number is satisfied.*

Compliance Information

- (1) On the day of inspection there were an adequate number of adults available to the children attending the service to meet their care needs.
- There were 4 qualified staff available to the 39 children present on the morning of the inspection.
 - There were 4 qualified staff available to the 23 children present on the afternoon of the inspection.
- (2) The adult child ratios were correct when the inspector arrived unannounced to the service and throughout the inspection.

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-*
- (b) appropriate and suitable care practices are in place in the pre-school service, having regard to the number of children attending the service and the nature of their needs.*

Compliance Information

- (1) (b) The following practices were observed in place to support the children attending:
- The atmosphere within the premises was calm and pleasant. The staff were observed to interact with the children in a respectful, warm and sensitive manner using appropriate strategies such as low tones, song, using children's names and asking questions.
 - Guidance was given to children on the daily routine, and a timer was observed in use to demonstrate to children when a transition of activity would take place.

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- Staff confirmed all lunches are brought from home. Children were given plates along with their lunches and drinks were present. Ample time was given for children to enjoy their meal. Children who had finished eating had the opportunity to move around the room and engage in play as their peers continued their meal.
- Staff gave children regular toileting reminders. They promptly assisted children when they request to use the bathroom and accompanied them to the sanitary area providing assistance as required.
- Children had access to a variety of resources supporting varying types of play. A staff member used an age-appropriate strategy to support children resolve a dispute over story book enabling participation in the play.
- Foot stools were present to assist children to comfortably access the sink for handwashing.
- Staff assisted children to remove heavy clothing layers to support comfort.

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:

- The service entrance was secure when the inspector arrived unannounced to the service. A video doorbell was in operation, and staff attended the door to allow access. This helped prevent unauthorised persons from accessing the premises and children from exiting unsupervised.
- Staff were observed to supervise children during trips to the sanitary area located outside of the classroom.
- The ground floor sanitary area used by the service was clearly labelled for service use only and directed other visitors within the building to alternative sanitary facilities.
- Staff were observed to promptly cut whole grapes brought from home before they were given to a child for lunch.

Infection Control:

- Windows were open for ventilation allowing fresh air to circulate.
- Children had individual drink beakers.
- Children's perishable food items brought for lunch were appropriately refrigerated.
- Paper handtowels were hygienically dispensed in the sanitary area.

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Administration of Medication:

- Clear care plans were available for children with emergency medication. The staff were informed of the medication requirements.
- Medication was observed in date, safely stored in its original labelled box and out of children's reach.

Fire Safety:

- Fire evacuation procedures were displayed.

Non-Compliance Information

General Safety:

1. Garda vetting was available for one adult. However, this vetting disclosure was not dated within the previous three years in adherence to with the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

Fire Safety:

2. A child who recently began attending the service and was present on the day of inspection had not been added to the attendance record. As a result, there was an inadequate record of attendance on the day. This may hinder safe evacuation in the event of an emergency.

Accurate attendance records was a non-compliance on the previous inspection. The preventative action was not maintained in line with the information provided to the inspectorate following the last inspection.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. A submission has been made for updated garda vetting. Once vetting is received it will be forward to the agency. Management will ensure to update vetting, so no expiry dates are missed again.

Fire Safety:

2. The child was added to the roll book that day. Going forward all children will be added to the roll book even if attending a part of a session.

Supporting documentation submitted

General safety:

Evidence of vetting submission.

Fire Safety:

Image of roll book.

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Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliance listed at point 2 has been addressed. The non-compliance listed at point 1 remains outstanding. The vetting disclosure must be submitted to the agency once it is obtained.

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.

Non-Compliance Information

(1) The registered provider did not ensure a person trained in first aid responder (FAR) was available to the children at all times during the operating hours of the service. On the day of the inspection there was no staff member present who held a valid FAR certificate. It is acknowledged there was a person present with an expired certificate. This was a non-compliance on the previous inspection. The preventative action was not maintained in line with the information provided to the inspectorate following the last inspection.

(2) (a) (b) A suitably equipped first aid box was not available. A review of the available first aid boxes showed there was no burn dressings available. A suitably equipped first aid box including two burn dressings should be available at all times to support the care and safety of children attending the service.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1) Two staff have been registered to complete FAR over the summer months. Management will review for when this needs to be renewed.

(2) (a)(b) Burn dressings were purchased for the first aid box. Management will ensure all equipment is available in the first aid box each month.

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Supporting documentation submitted

Confirmation of FAR booking.

Invoices.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The non-compliance identified under (2)(a)(b) has been addressed. The non-compliance identified under (1) remains outstanding. The FAR certificate must be submitted to the agency once it is obtained.