

# Early Years Inspectorate Regulatory Report

## Pre School

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|---|--|----|------|
| <b>TUSLA Identifier:</b>                        | TU2015CE016  |    |      |
| <b>Name of Service:</b>                         | Butterflies Montessori   |    |      |
| <b>Address of Service:</b>                      | Brickhill West, Cratloe, Co. Clare   |    |      |
| <b>Eircode:</b>                                 | V95 E984   |    |      |
| <b>Name of Registered Provider:</b>             | Mary Hayes   |    |      |
| <b>Service type:</b>                            | Sessional  |    |      |
| <b>Date of Inspection:</b>                      | 19/12/2023   |    |      |
| <b>No of pre-school children:</b>               | AM   | 12 | PM - |
| <b>Address of the Early Years Inspectorate:</b> | Early Years Inspectorate, Quality and Regulation Directorate,<br>Tusla, Station Road Primary Care Centre,<br>Station Road,<br>Ennis, Co. Clare |    |      |
| <b>Inspection undertaken by:</b>                | M. Ní Nialláin   |    |      |
| <b>Title:</b>                                   | 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).

|                                 |                |
|---------------------------------|----------------|
| <b>Conditions if applicable</b> | Not applicable |
|---------------------------------|----------------|

### Description of service

Butterflies Montessori first opened in 2003 as a sessional early years service. The service caters for up to a maximum number of 22 pre-school children, between the ages of 2- 6 years. The service is open Monday-Fridays 09.30hrs - 12.30hrs.

The premises are in a rural setting near the village of Cratloe in the south of the county. The premises are located on the same site as the registered provider's home and are converted for use to a childcare facility. This building is a single storey structure with childcare provided in one large playroom which have its own access. A large enclosed outdoor play area is located at the rear of the premises.

### Staffing

The registered provider operates the sessional service with the assistance of one adult who was present on the day when the inspection was carried out.

### 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.

The inspection focused on an examination of compliance under regulations 9, 11,15,19,23,25, 26 and 28.

These findings are outlined within the relevant regulations within this report.

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.

### Acknowledgments

The inspector wishes to acknowledge the cooperation of the registered provider, staff member 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*

*(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 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)(a) On the day of the inspection, the registered provider was the designated person in charge and there was a named person available who was able to deputise if required.
- (b) During the period of the inspection, the registered provider and one adult were present on the premises.

The staff roster indicated that the designated person and her deputy were always available in the service.

- (2)(b) The four reference for both adults were from a source other than a past employer.
- (c) Vetting disclosures received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 were available for two adults.
- (d) Not applicable as no adult had lived outside the state for a period greater than six months.
- (4) The adults working directly with children in the service both held an appropriate qualification in Early Childhood Care and Education.

### 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.*

*(3) Subject to paragraph (5), a registered provider of a sessional pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 2 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) therefore at that reference number is satisfied.*

*(8) Without prejudice to paragraphs (2) to (7)-*

*(c) a registered provider of a sessional pre-school service shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.*

#### Compliance Information

- (1) On the day of Inspection there were two adults working with twelve pre-school children. The adult/child ratio in the service was correct.
- (3) The staff roster showed that the registered provider ensured that the minimum ratio of adults to children was adhered to in the service.
- (8)(c) The service was not operated single-handedly, a second staff member was present in the service during the hours of operation.

### Part IV – Information and Records

#### Regulation 15 – Record of pre-school child

*(1) A registered provider of a pre-school service other than a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that a record in writing is kept in respect of each pre-school child attending the service containing the following particulars:*

- (a) the name and date of birth of the child;*
- (b) the date on which the child first attended the service;*
- (c) the date on which the child ceased to attend the service;*
- (d) the name and address of a parent or guardian of the child and a telephone number where that parent or guardian or a relative or friend of the child can be contacted during the hours of operation of the service;*
- (e) authorisation for the collection of the child;*
- (f) details of any illness, disability, allergy or special need of the child, together with all the information relevant to the provision of special care or attention;*
- (g) the name and telephone number of the child's registered medical practitioner;*
- (h) record of immunisations, if any, received by the child;*
- (i) written parental consent for appropriate medical treatment of the child in the event of an emergency.*

*(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-*

- (a) a parent or guardian of a pre-school child but only in respect of the record relating to that child,*
- (b) an employee who is authorised in that behalf by the registered provider, and*
- (c) an authorised person.*

#### Compliance Information

(1) The records of the twelve children registered to attend the service were inspected. The service maintained an adequate record for each child attending the service, in accordance with Regulation 15(1) (a) to (i).

(3)(a) Parents/guardians had access to all information and written records relating to their own child.

(b) Records were available to the authorised person in the service.

(c) Records were open and available for inspection to the Tusla Early Years Inspector.

## 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-

(a) each child's learning, development and well-being is facilitated within the daily life of the pre-school service through the provision of the appropriate activities, interaction, materials and equipment, having regard to the age and stage of development of the child, and

### Compliance Information

#### BASIC NEEDS

- Parents provided the snack foods for their child. The service encouraged parents to choose healthy nutritional options. On the day, children's snacks consisted of sandwiches, brown bread, cheese, yoghurts, a variety of fresh fruits and water to drink. Drinking water was available to the children at all times.
- Children could access the toilet at any time during the session and were given assistance if required.
- Good personal hygiene practices were observed. Children washed their hands before snack break and after toileting and outdoor play.
- Children had opportunities to move about freely in the playroom and in the outdoor play area.
- The adults were positive and consistent in their approach to managing children's behaviour.

#### PHYSICAL AND MATERIAL ENVIRONMENT

- There was one large playroom in use at the time of inspection. Play equipment and materials were arranged to provide a number of separate developed interest areas. There was a new library/reading area where children could play the role of Librarian as well as relax while reading. A home corner section contained play cookers, tea sets, play foods and household objects. An open shelf section held containers of various stackable blocks, transport toys, lacing, threading materials and baby care doll resources. The messy play area contained a sand table, painting easels and selection of arts and crafts resources. A nature table as well as a good selection of Montessori equipment were also available.

- All of the play resources visible to the children were accessible to them on open low level shelving units. An appropriate range and quantity of play resources were provided for the numbers of children attending. Additional play resources were stored away and rotated during the year to introduce variety and new interests for the children.
- A large enclosed outdoor play area was provided to the rear of the premises. Ground surface cover included grass and brick and paving which allowed for play in all weathers. The area contained outdoor sand and water table, bench seating, a play house, slides and a swing. A storage shed for outdoor play equipment and willies as well as a sheltered storage area was also available. The area for planting vegetables and flowers provided nature experiences for 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.*

#### Compliance Information

##### General Safety:

The person in charge ensured that complete and accurate daily records of attendance were kept for all children and adults. The entrance to the service was secured and no hazards were identified in the playroom or in the outdoor play area.

##### Infection Control:

The playroom and sanitary areas were adequately ventilated by natural forms of ventilation.

There was liquid soap at the wash hand basins to facilitate hygienic hand washing for children and adults.

Paper hand towels were provided in the sanitary area used by the children and adults to facilitate hygienic hand drying.

##### Administration of Medication:

Appropriate documentation was available in the event that medication was required by a child attending the service. Medication was not administered in the service on the day of inspection.

##### Fire Safety:

Monthly fire drills were carried out in the service.

### 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.*

#### Compliance Information

(1) One adult held a First Aid Responder Certificate which were valid to the 1st of April 2025.

(2)(a) There was a fully equipped first aid box stored in a designated first aid storage area which was easily accessible.

(b) The first aid box was available to the children always attending the pre-school 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.*

#### Compliance Information

(1)(a) Records are available to show that fire drills were carried out on a monthly basis.

(b) A record of the number, type and maintenance of firefighting equipment and smoke alarms were available on the premises with the most recent services having been completed in November 2022.

(4) The fire evacuation procedures were displayed in a conspicuous position on the premises.

### Part VI - Safety

#### Regulation 28 - Insurance

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

#### Compliance Information

The insurance certificate for the service was available and was valid to 27th November 2024. The required cover was available for a maximum of 12 pre-school children who could attend at any one time.