

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DR064
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Name of Service:	Hollypark Montessori
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Address of Service:	17 Hollypark Avenue, Blackrock, Co. Dublin
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Eircode:	A94 YP79
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Name of Registered Provider:	Angie McGrath
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Service type:	Part Time
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Date of Inspection:	03/10/2024
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No of pre-school children:	AM	21	PM	21
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Address of the Early Years Inspectorate:	1st floor Trinity Building, IDA Business Park, Southern Cross Road, Bray, Co. Wicklow.
Inspection undertaken by:	Sarah Quigley
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).

Conditions if applicable	Not applicable
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Description of service

Hollypark Montessori is a privately owned early years service which was established in 2009 by the current registered provider. Care and education are provided on a part-time basis to preschool children aged 2 to 6 years from 9:00 to 13:15 each weekday. The premises are located in a residential area of Blackrock, Co Dublin, and consist of one purpose built large care room and sanitary accommodation which is attached to the registered provider's own home. An outdoor area is available to the rear of the premises with a natural grass surfacing.

Staffing

The service currently employs 4 staff members who work directly with the children, including the registered provider. On the day of inspection 3 staff members were present, not including the registered provider.

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/ information and records/ health, welfare and development of child/ safety. The inspection may also focus on other areas as required.

A sampling process was used to assess compliance under regulation 15 and regulation 16.

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-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 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

(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.

(3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.

(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

Documentation was reviewed for each of the 4 adults employed to work in the service. The following documents were available;

- (2)
 - (a) (b)

References were available from two sources for each of the 4 adults.
 - (c) A Garda vetting disclosure from The National Vetting Bureau for the 4 adults. The service demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
 - (d) Not applicable, the adults did not require international police vetting.
- (3) The assessment of regulation 9(3) was limited to adults who had commenced employment in the service since the last date of inspection on the 1st June 2021. One new adult had commenced employment since the last date of inspection and documentation reviewed evidenced the procedures specified under Regulation 9(2) had been completed prior to the adult commencing employment in the service.
- (4) There was evidence that each of the 4 adults had attained at least a major award in Early Childhood Care and Education on the National Framework for Qualifications.

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) An adequate number of adults were working directly with the pre-school children attending the service during the inspection.
- (2) The minimum ratio of adults to children was adhered to at all times during the inspection. There were 21 pre-school children attending the service being supervised by 3 adults during the inspection.

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.

Compliance Information

(1)(a)-(i)

A sample of documentation was reviewed for 12 children currently enrolled to attend the service by the inspector. The registered provider ensured that a record in writing was kept of the details relating to points (a) to (i) of the above regulation for each of the records reviewed.

Part IV – Information and Records

Regulation 16 – Record in relation to pre-school service

(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:

- (h) details of attendance by each pre-school child on a daily basis;*
- (i) details of staff rosters on a daily basis;*
- (j) details of any medication administered to a pre-school child attending the service with signed parental consent;*
- (k) details of any accident, injury or incident involving a pre-school child attending the service.*

Compliance Information

(1)

- (h) A record was available in the care room detailing the attendance of each preschool child on the day of inspection. A review of documentation evidenced that attendance records had been maintained daily in the service.
- (i) An accurate staffing roster was available in the service detailing hours of work for each staff member on the day of inspection. A review of documentation evidenced that staff members attendance had been recorded daily in the service.
- (j) There was one written record of administration of medication in the service available and the record reviewed contained all of the necessary details, including parent signatures. Staff reported that medication is not typically administered in the service, however the necessary documentation was available to record the administration of medications if required.

(k) Records of accidents and incidents which had occurred in the service were available. The sample reviewed on the day of inspection contained all of the required information, including record that parents/guardians had been appropriately informed.

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

Staff demonstrated that they were aware of their roles and responsibilities in relation to supporting the children's health, wellbeing and development in the service in the practices observed by the inspector, for example: adults were observed to offer praise and encouragement towards the children, prompting individual choices during morning activities. Adults used kind tones and gentle, respectful language during all interactions which reflected in the relaxed atmosphere of the service. Good communication was observed by the adults who listened, made good eye-contact and spoke individually with the children during the inspection. Adults were observed to have a supportive role in the children's activities, involving themselves when invited by a child or by using prompts to extend play and learning. The play experiences in the service were observed to be child-led, and children were visibly content and happy in their Montessori and play based activities throughout the inspection.

Lunch time was observed to be a sociable occasion, staff were observed sitting with the children engaged in conversation. Independence was encouraged throughout the morning where children participated in tasks such as cleaning up following activities and handing out drinks and schoolbags at lunch time.

The children's behaviour was managed in a calm and positive manner, evidenced by adults encouraging problem solving and using suggestions to resolve conflicts whilst offering positive reinforcement.

Children all accessed the outdoor play area during the inspection and were dressed appropriate to the weather.

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

The inspector found by observation of practice, review of documentation, discussion with the registered provider, and inspection of the premises that the following steps to safeguard children attending:

General Safety:

The entrance door into the service was adequately secured to ensure the safety of the children within and to avoid unauthorised persons gaining access or children exiting unsupervised. The toys and play equipment observed in use by the children on the day of inspection were safe and in good working order. The registered provider had taken measures to ensure the indoor play environment was safe and free from hazards. Cleaning products and hazardous materials were stored securely out of reach of the children.

Infection Control:

An infection control policy was in place to inform practice. Waste was managed appropriately with the use of pedal-operated, lidded bins throughout the service. The children were supported to wash their hands at regular intervals including after using the toilet, after outdoor play, and before snack. Schedules were in place and maintained to ensure the service, equipment and materials are regularly cleaned. Staff members outlined appropriate exclusion periods for adults and children with infectious illnesses were implemented in the service as per the policy.

Administration of Medication:

There was written evidence of prior parental consent for the administration of both temperature reducing and prescribed medications, and there were procedures in place to safely administer and document such medication if required, including in the case of an emergency. Staff members detailed the procedures for administering medication when required during discussions with the inspector and had appropriate documentation available to record such administration if required.

Fire Safety:

The designated fire escape routes were clearly indicated and free from obstruction on the day of inspection. Staff members adequately outlined the evacuation procedures in place in the event of a fire and stated that fire drills are practiced regularly on a monthly basis.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

Documentation reviewed evidenced that the preschool service was adequately insured for the type of service provided and the number of children in attendance.