

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DS167
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Name of Service:	Templeogue Montessori
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Address of Service:	St. Judes Pastoral Centre, Orwell Park, Templeogue, Dublin 6W, Co. Dublin
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Eircode:	D6W CH64
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Name of Registered Provider:	Rita O'Dowd Archbold
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Service type:	Sessional
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Date of Inspection:	30/01/2025
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No of pre-school children:	AM	21	PM	N/A
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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

Templeogue Montessori is a privately owned early years service which was first established in 2002 and has been operated by the current registered provider since 2023. Care and education are provided to preschool children aged two to six years on a sessional basis through a blend of a Montessori and play based curriculum. The service is located within the St. Jude's Pastoral Care Centre in Templeogue South Co Dublin, and consists of two interconnecting classrooms, sanitary accommodation and a kitchen. A large outdoor play area is available on the premises with a blend of artificial and natural grass surfacing.

Staffing

The service currently employs six adults, including the registered provider. The registered provider and four adults were present during the inspection.

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/ safety/ information and records. The inspection may also focus on other areas as required.

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

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 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

(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 in respect of Regulation 9(2)(3)(4) was limited to two adults employed since the last date of inspection on the 25th November 2021, with the exception of 9(2)(c) which was assessed for all adults employed in the service.

(2)

(a) (b)

The registered provider demonstrated that they had verified the references obtained from two sources for both of the adults.

(c) A Garda vetting disclosure from The National Vetting Bureau was available for each of the six adults employed. The service also demonstrated they adhered to the re-vetting timeframes as outlined in the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Not applicable, international police vetting was not required.

(3) Documentation reviewed for the two adults evidenced that the procedures specified under regulation 9(2) had been completed prior to them commencing employment.

(4) Both of the adults held a relevant major award in Early Childhood Care and Education on the National Framework of 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.*
- (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.*

Compliance Information

- (1) An adequate number of adults were working directly with the pre-school children attending the service during the inspection.
- (3) The registered provider ensured that the minimum ratio of adults to children was maintained in the service on the day of inspection. There were twenty-one children present in the service being supervised by four 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 twelve of the 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), and (c) to (h) of the above regulation for each of the records reviewed.

Non-Compliance Information

- (b) Two of the records reviewed did not contain details of the date on which the child started in the service.
- (i) Two of the records did not contain written parental consent for appropriate medical treatment of the child in the event of an emergency.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The start dates on both children's forms were entered. Parental Consents were obtained for the two records that were missing under the medical treatment in the event of an Emergency. A member of staff has been delegated to check all the forms are correctly signed and filled out before child commences the service.

Supporting documentation submitted

Supporting documentation was submitted and reviewed by the inspector.

Summary Comment

The regulatory requirement has been met.

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) Documentation reviewed evidenced that children’s attendance was being accurately recorded in the care room.
 - (i) A staffing roster was available in the service and was reflective of the staff members present throughout the inspection.
 - (j) Staff members stated that medication is not routinely administered to children in the service. However, the procedures in place should the requirement arise for medication to be administered were detailed to the inspector, and appropriate documentation was available to record this if required.
 - (k) Records of accidents and incidents which had occurred in the service were available. A sample of the documentation was reviewed and contained the necessary details.

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

The inspector observed appropriate care practices in place throughout the inspection.

The children moved freely around the care room, independently choosing what play and Montessori based activities they would like to engage in both alone and with staff members. The programme of care was observed to be child led and children were visibly content and engaged in play throughout the inspection. Staff arranged areas of interest, various activities, and areas of the Montessori curriculum for the children to ensure meaningful play experiences. These included arts and crafts activities, dress up, small world play, and imaginative play. The children all spent time outdoors during the morning and were dressed appropriate to the weather. Children accessed the toilet independently and staff provided support to younger children where required. Staff availed of opportunities throughout the inspection for personal one to one conversation and were continuously chatting to the children creating a language rich environment. Staff interacted warmly and respectfully with the children and regularly offered praise and encouragement.

Children sat together during lunch time creating a sociable atmosphere. Drinks of water were available to the children at all times. A designated rest area was provided within the room where children could relax or take a break from activities. Staff provided comfort to children when upset and managed minor conflicts using positive strategies. Children were encouraged to be independent in cleaning up after play and preparing for mealtimes. Staff prepared children for transitions using timers which ensured a seamless transition from one stage of the morning to the next.

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:

Pedal-operated, lidded bins were in place throughout the service to appropriately manage waste. 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. A care plan was in place for a child who required emergency medication.

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.

Non-Compliance Information

Infection Control:

Staff and children were observed using a communal towel to dry their hands throughout the inspection after handwashing. This was at variance with the infection control policy in place in the service and posed a risk of cross contamination.

Action submitted by the Registered Provider

Corrective & Preventive Action

Infection Control:

All towels were removed and replaced by paper towels by the sink. The service had a staff meeting to reflect on the policy on infection control and to ensure all staff are aware of the importance of implementing the policy correctly.

Supporting documentation submitted

Infection Control:

Supporting documentation was submitted and reviewed by the early years inspector.

Summary Comment

The regulatory requirement has been met.

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)

An adult trained in First Aid Responder (FAR) training was available to the children during the inspection.

(2)

(a)(b)

A suitably equipped first aid box was observed to be immediately accessible to the children within the service and was stored in a conspicuous location on the day of inspection.