

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015GY112			
Name of Service:	Jack & Jill Montessori School			
Address of Service:	61 Seacrest, Knocknacarra, Salthill, Co. Galway.			
Eircode:	H91 TN59			
Name of Registered Provider:	Rosaleen Carr			
Service type:	Sessional			
Date of Inspection:	11/10/2023			
No of pre-school children:	AM	19	PM	0
Address of the Early Years Inspectorate:	Tusla – Child and Family Agency, Early Years Inspectorate, Quality and Regulations Directorate, Clinical & Administration Building, Block A - (1st Floor- Green Corridor), Merlin Park Hospital, Galway.			
Inspection undertaken by:	S. Meehan.			
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			

Description of service

This sessional service is in the registered providers home, in a suburb of Galway city known as Knocknacarra. The preschool offers an Early Childhood Care and Education (ECCE) and sessional care programmes from 9 am to 12 pm, Monday to Friday. The service consists of 2 playrooms with sanitary areas. A quiet rest area for the children to rest or opt out of an activity if they choose to. There is secure outdoor play area to the rear of the premises.

Staffing

The registered provider is onsite directly working with children, they are the designated person in charge and a deputy person in charge working in the service on a daily basis. Two adults who work in the service hold a Quality and Qualifications Ireland (QQI) at a minimum of a Level 5, in Early Childhood Care and Education. There was also an administrator and a student present on the day of inspection.

The adult staff have documentary evidence of ongoing training and education.

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/ premises and facilities. The inspection may also focus on other areas as required.

The inspection focused on an examination of compliance under regulations 9, 11, 15, 19 and 28; however, on inspection additional non-compliance which posed significant risk was identified under Regulation 23 and 29. These findings are outlined within the relevant regulations within this report.

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, 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*

(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) The registered provider was the named designated person in charge. There was a named person who could deputise as required.
- (b) The registered provider person in charge was present in the service for the duration of the inspection.
- (2)(a) There were 3 written, validated references from past employers available in respect of the 4 adults.
- (b) There were 5 written, validated references from a reputable source required in respect of 4 adult working in the service.
- (c) Vetting disclosures from the Garda Síochána were available in respect of 4 adults working in the service.
- (d) Police vetting from the police authorities in another jurisdiction where a person had lived for a period of longer than 6 consecutive months was not required for the 4 adults.
- (4) The registered providers ensured that all adults working directly with children had a major award in Early Childhood Care and Education; the 2 adults had level 6. There was also an administrator and student present on the day of inspection.

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) At all times during the period of the inspection the registered provider ensured that an adequate number of staff were working directly with the children.
- (3) The registered provider ensured that the minimum ratio of adults to children specified was maintained, there were 2 adults and a student working in the service with 19 pre-school children on the day of 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.

(4) A registered provider shall ensure that a record in writing referred to in paragraph (1) is retained for a period of 2 years from the date on which the child to whom it relates ceases to attend the service.

Compliance Information

(1)(a),(b),(c),(d),(e),&(f) A sample of 7 children's records were reviewed by the Early Years Inspectors.

Three of the 7 random records of children contained the following:

- The name and date of birth of the child.
- The date on which the child first attended the service.
- The date on which the child stopped attending the service (where relevant).
- The name and address of the child's parent or guardian, and a telephone number where that parent or guardian (or a relative or friend of the parent or child) can be contacted during the hours of operation.
- Written authorisation / permissions for collecting the child.
- Details are recorded of any illness, allergy, or additional need(s) the child had, together with all the information relevant to the provision of specific care or attention.
- The name and telephone number of the child's registered medical practitioner.
- A record of any immunisations the child has had.
- Written parental or guardian consent was included to allow the child to have appropriate medical treatment if there was / is an emergency.

(4) The registered provider advised and documentary evidence from file review indicated, that all relevant children's records were kept for 2 years from the date a child stops attending the service.

Non-Compliance Information

(1)(g), (h) and (i)

Out of the 7 children's records sampled 4 did not contain the following:

- The name and telephone number of the child's registered medical practitioner.
- A record of any immunisations the child has had.
- Written parental or guardian consent was included to allow the child to have appropriate medical treatment if there was / is an emergency.

Corrective & Preventive Action submitted by the Registered Provider

The registered provider stated in their response on the 17/11/2023 that:

Corrective and Preventive Action

(1)(g), (h) and (i)

The children's records have been updated to include (g), (h) and (i) and a staff member has been appointed to ensure that the children's records are maintained in line with Regulation 15.

Supporting documentation submitted

No evidence was submitted.

Summary Comment

The response received from the registered provider has met the requirements of this part of the Regulations.

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

(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

19(1)(a) and (b)

BASIC NEEDS:

- The healthy eating policy was available for parents and guardians to view.
- The snack supplied by the parents were healthy and nutritious and consisted of sandwiches, crackers, cheese, fresh fruit pieces, yogurts with milk or water available to children when needed. Perishable items were stored in the service fridge.
- Crockery and plates were offered / used during children's snack times and were appropriate for the age and stage of development of the children. Adults sat and interacted with children during snack time.
- All children attending the service were toilet trained and toileted independently or with some assistance or support by adults as required.
- The children self-care was assisted and encouraged by adults for e.g., to wash their hands prior to eating, after toileting, after using a tissue and after messy play.
- In the playrooms the children had the opportunity to rest or relax with soft seating in the form of child size couch in designated cosy area.
- Children's behaviour was consistently managed in a positive manner by adults, with an emphasis on positive reinforcement and encouragement. Children are shown positive strategies to manage their behaviour during the session.
- There was an outdoor play area to the rear of the premises and 3;2w was sufficiently spacious to accommodate the numbers of children attending the service.
- The play equipment and materials provided in the outdoor area supported a range of physically energetic activities and play experiences.

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.

Non-Compliance Information

General Safety:

1. Whole grapes were observed in two of the children's lunch boxes at snack time and this may pose as a choking hazard for a preschool child.
2. A staff members handbag was stored in the children's sanitary area and may pose as a safety risk to preschool children.

Action submitted by the Registered Provider

The registered provider responded on the 17/11/2023 to say that:

Corrective & Preventive Action

General Safety:

1. Parents have been advised of the danger of grapes not been chopped for preschool children, the service will check individual lunch boxes to ensure that grapes are chopped.
2. Children will no longer have access to staff members personal belongings and they will be securely stored in future.

Supporting documentation submitted

General Safety:

1 and 2 No evidence was submitted.

Summary Comment

1 and 2 The response from the registered provider has been reviewed by the Early Years Inspector and has been deemed to have met the regulatory requirements of this part of the Regulation.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

A registered provider shall ensure that the premises of the service are-

- (d) cleaned, maintained and repaired, as required, and*
- (e) equipped with adequate and suitable sanitary facilities.*

Non-Compliance Information

- (d) The paint on the wall in the children's sanitary area off playroom 1 was unfinished and in need of repair.
- (e) The toilet lid in the children's sanitary off playroom 1 was missing and in need of replacing.

Corrective & Preventive Action submitted by the Registered Provider

The registered provider stated in their response that:

Corrective and Preventive Action

- (d) The sanitary area has now been painted and in future we will ensure that it is maintained in a proper state of repair.
- (e) The toilet lid has been replaced in the children sanitary area and we will ensure in future that toilet lids will be replaced when broken.

Supporting documentation submitted

- (d) Photographic evidence was submitted to the Early Years Inspectorate of the newly painted sanitary area.
- (e) Photographic evidence was submitted of the newly fitted toilet lid in the sanitary area.

Summary Comment

The Early Years Inspector reviewed the evidence and the registered providers response and has deemed it has met the requirements.

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 for 22 pre-school children in a sessional service with an expiry date of 27/11/2023.

The documentation presented detailed the categories of insurance cover for the service, for example: -

- public liability insurance.
- insurance against fire and theft.
- buildings insurance