

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015KE079			
Name of Service:	CK's Montessori			
Address of Service:	88 Barrington Court, Naas, Prosperous, Co. Kildare			
Eircode:	W91 TH58			
Name of Registered Provider:	Carmel Kelly			
Service type:	Sessional			
Date of Inspection:	13/09/2023			
No of pre-school children:	AM	13	PM	n/a
Address of the Early Years Inspectorate:	Early Years Inspectorate, Child and Family Agency, Suite 7, Vista Primary Care Centre Ballymore Eustace Road Naas, Co. Kildare W91 X38W			
Inspection undertaken by:	T. Duignan			
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	n/a
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Description of service

CK's Montessori was established in 2003 as a privately run childcare service for pre-school children aged 2 to 6 years by Carmel Kelly, Registered Provider.

The service provides sessional childcare and education to children from 8.45am to 11:45 hours and 12:15 – 15:15 hours, Monday to Friday.

The service is located in a purpose-built premises attached to the Registered Providers own property in a residential development in Prosperous. The service consists of one playroom, adjoining sanitary accommodation and a secure outdoor play area at the rear of the premises.

Parking and set down facilities are available.

Staffing

CK's Montessori employs four childcare staff including the Registered Provider.

The Registered Provider works directly with the preschool children. The adults working in the service have completed a major award in Early Childhood Care 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 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-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.

(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

(1)

(a) There was a designated person in charge and a named person to deputise as required.

(b) The named person in charge remained on the premises for the duration of the inspection.

(c) There was a clear management structure in the service. The staff were familiar with the lines of accountability and their roles and responsibilities.

Four staff records were reviewed.

(2)

(a) Two written and verified past employer references were available in respect of three adults whose records were reviewed.

(b) Two written and verified reference from a reputable source other than a past employer was available in respect of one adult whose record was reviewed

(c) Garda Vetting disclosures were available for all adults whose records were reviewed.

(d) Not applicable, as no adults had resided outside the state for a period of longer than 6 consecutive months.

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

(4) Four adults employed and working directly with children attending the service held at least a major award in Early Childhood Care and Education at Level 5 or higher 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) There were thirteen children attending the service being supervised directly by three adults.
- (3) The minimum ratio of adults to children was adhered to during the morning.

Part IV – Information and Records

Regulation 18 – Copy of Act etc.

- A registered provider shall ensure that a copy of Part VIIA (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013)) of the Act and of these Regulations is kept on the premises and the said copies shall be open to inspection on the premises by-*
- (c) an authorised person.*

Compliance Information

- (c) The registered provider ensured that a copy of the regulations was available in the service and was open to inspection on the premises when requested by an authorised person.

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 entrance door to the service was secured and controlled by staff members to prevent children from exiting the service unsupervised and to restrict unauthorised persons from gaining access. The toys and equipment observed were in good condition and working order. Cleaning agents and equipment was stored out of reach of the children. It was observed that grapes, when served to the children for snack, were cut in half to mitigate the risk of a child potentially choking.

The registered provider completed indoor and outdoor environmental risk assessments daily and there was a system in place to manage maintenance issues when they arose.

Infection Control:

There was an infection control policy in place. Thermostatically controlled hot water, liquid hand soap and paper towels were readily available for hygienic hand washing and drying. The staff members supervised children's handwashing and handwashing routines were well established. Foot pedal operated bins were provided for the disposal of used tissues. Written cleaning schedules were maintained for the room environment which were observed to be maintained in a clean and hygienic condition. Hand sanitiser was available and staff members supervised the children's use of same.

Administration of Medication:

Medication was not given at the time of the inspection, written parental consent was available should medication be required to be administered to a child. The staff members were familiar with required safe practice when administering medication in the service. Medicine was safely stored.

Safe Sleep:

A comfortable rest area beside the reading area in the care room was available to any child who wished to take a break from activities or rest. The rest area included a child sized soft sofa and child sized arm chair.

Fire Safety:

The staff members were familiar with the fire evacuation procedures from the service. Fire exits were not obstructed.

Outing:

The service does not conduct outings.

Non-Compliance Information

Fire Safety:

1. Fire drills were not carried out in the service on a monthly basis. The last fire drill completed was 10 March 2023. It is acknowledged that monthly fire drills had been completed prior to that date.

Action submitted by the Registered Provider

The registered provider state in the written response submitted that:

Corrective & Preventive Action:

Fire Safety:

1. We have completed our fire drill for September and confirm the Room Leader will ensure fire drills are carried out each month.

Supporting documentation submitted

Fire Safety:

1. Copy of the fire drill completed 15 September 2023.

Summary Comment

The written response and documentary evidence submitted has been reviewed by the Early Years Inspectorate. Regulatory compliance has been met for regulation 23.

Part VI - Safety

Regulation 24 - Checking in and out and record of attendance

- (1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.
- (2) Where there are more than 15 children attending a pre-school service in a drop-in centre, the registered provider shall ensure that one employee or unpaid worker is assigned responsibility for the checking in and out of children.
- (3) A registered provider shall ensure that-
- (a) no person other than-
 - (i) pre-school child attending the service,
 - (ii) a person dropping or collecting such a child,
 - (iii) an employee, or
 - (iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and
 - (b) a daily record in writing is kept of the entry on the premises of any such person.
- (4) A registered provider shall ensure that a record in writing referred to in paragraph (3)(b) is retained for a period of one year from the date to which it relates.

Compliance Information

- (1) The registered provider ensured that each child was checked in and out of the service. This was confirmed by the written attendance records maintained.
- (2) Not applicable.
- (3) (a), (b) The registered provider ensured that any person entering the service was approved and a record in writing was maintained.
- (4) The registered provider confirmed that the records were retained in storage for the required period.

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) Persons were trained in in First Aid Response (FAR) for children and were immediately available to the children attending the service.

(2)

(a) The first aid equipment was safely stored, in a conspicuous position in the care room.

(b) A suitably equipped first aid box for children was available to the children attending the 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 firefighting 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) A written record was available of fire drills completed in the service. The last recorded fire drill took place on 10 March 2023.

(b)

A record was kept of the number, type and maintenance of the firefighting equipment and smoke alarms in the premises. Firefighting equipment and the smoke alarm were both last serviced on 7 November 2022.

(4) A notice of the procedures to be followed in the event of a fire were conspicuously displayed in the care room.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

There was evidence of current insurance cover valid until 27 March 2024. The insurance provided cover for 22 children.