

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015KE143		
<b>Name of Service:</b>	Ardreigh Montessori and Child Care Centre		
<b>Address of Service:</b>	Ardreigh, Athy, Co. Kildare		
<b>Eircode:</b>	R14VX58		
<b>Name of Registered Provider:</b>	Ann Manley, Claire Manley		
<b>Service type:</b>	Full Day, Sessional		
<b>Dates of Inspection:</b>	04/11/2024		
<b>No of pre-school children:</b>	AM	18	PM 11
<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate Child & Family Agency, Suite 7 Vista Primary Care Ballymore Eustace road Naas, Co. Kildare W91X38W		
<b>Inspection undertaken by:</b>	F. Maher		
<b>Title:</b>	Early Years Inspectors		

### 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

Ardreigh Montessori Childcare is a privately owned full day care service also offering part time and sessional care and education to children from 1-6 years of age. The service opens Monday-Friday from 08:00am -18:00pm. The service operates from a purpose-built log cabin on the grounds of a private home on the outskirts of Athy Co. Kildare. One large pre-school room, a sleep room, kitchen and office are provided. A play area is available to the front of the premises.

### Staffing

There were two people employed in the service, this included the registered providers who were working directly with the pre-school children on the day of inspection. One student was present on work placement experience as part of their childcare course.

### 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 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 providers 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)(b)

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

The records of two staff members and one student on work placement who was present in the service were reviewed.

(2)(a)(b)

Two written references from a reputable source, were on file in the absence of a past employer, in respect of two adults employed in the service.

(c) Garda vetting disclosures had been obtained for all employed staff members and one student.

The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Police vetting was not required as no staff member had lived in a state other than the State for a period of longer than 6 consecutive months.

(4)  
Both members of staff employed and who work directly with the children whose records were reviewed held a major award at Level 5 or higher in Early Childhood Care and Education on the National Qualifications Framework.

### Non-Compliance Information

(2)(a)(b)

1. The references on file for both staff members had not been verified.
2. There were no references on file for the student present on work placement.

### Corrective & Preventive Action submitted by the Registered Provider

#### Corrective Action

1. Both references are now verified
2. We have 2 verified references for the student.

#### Preventive Action

1./2. Make sure all references are verified.

#### Supporting documentation submitted

Six verified written reference documents.

### Summary Comment

The requirement for Regulation 9 (2)(a)(b) has been met.

### 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.*

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

*(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,*

#### Compliance Information

(1)

There were 18 children attending the service being supervised directly by 2 adults.

(2)

The minimum ratio of adults to children was adhered to during the inspection.

#### Non-Compliance Information

(8)(a)

Two adults were not present in the morning between 08:00am – 08:30am and between 16:00pm – 18:00pm; this was verified by the hours of work advised to the inspector on the day of inspection by the person in charge.

#### Corrective & Preventive Action submitted by the Registered Provider

##### Corrective Action

New staff rota is in place, with 2 staff members on the premises at all times.

##### Preventive Action

Keep up to date records of staff rota visible at all times.

##### Supporting documentation submitted

Roster Document X 2

### Summary Comment

The requirement for Regulation 11 (8)(a) has been met.

### 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-*

- (c) an authorised person.*

### Compliance Information

(1)(a)-(i)

A sample size of 10 child records were reviewed. The information as required (a)-(i) was completed for each child attending the service.

(3)(c)

The records in writing were available for inspection by the inspector.

## 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

- (h)  
The daily attendance record was available and each child’s arrival and departure times were recorded in real time.
- (j)  
Documentation was available in the service should any medication be administered to a child, to date, medication had not been administered to a child in the service.
- (k)  
The registered provider ensured that records in writing were maintained regarding any incident that had occurred in the service to date, this was supported by the documentary evidence reviewed for a sample size of 10 accident and incident reports completed up to May 2024 in the service.

### Non-Compliance Information

- (i)  
There was no staff roster available for inspection.

### Corrective & Preventive Action submitted by the Registered Provider

#### **Corrective Action**

Staff rota now hanging on display board in front entrance hallway.

#### **Preventive Action**

Keep up date staff rota on notice board in entrance hallway.

## Supporting documentation submitted

Roster document x 2

## Summary Comment

The requirement for Regulation 16(1)(i) has been met.

## Part V - Care of Child in Pre-school Service

### Regulation 20 – Facilities for rest and play

(1) Subject to this regulation, a registered provider shall ensure that-

- (a) having regard to the number of pre-school children attending the service, their respective ages and the amount of time they spend on the premises, there are adequate and suitable facilities for each child to play indoors and, where required by these Regulations, outdoors, during the day, and
- (b) there are adequate and suitable facilities for a pre-school child to rest during the day, and in the case of an overnight pre-school service, during the day and the night.

## Compliance Information

(1)(a)

The pre-school room was bright and spacious for the children to move about, work and play during their time spent in the service. There was enough play and learning equipment, including montessori materials. located on low level open shelving units and tables that children could easily access and choose. The outdoor play area had space for children to run and play with wooden climbing frames, tyres and a large digging box with props. There was also an assortment of ride on and push pull equipment to provide fun and play including gross motor activities for the children.

(b)

Suitable comfortable rest areas were available in the pre-school rooms should a child wish to take a break from activities for some quiet time, rest or read a book and consisted of two soft couches.

One sleep room, with two standard cots was provided for the sleep needs of any child under two years old and low-level sleep beds were in place for children aged two years and above who availed of a period of sleep during the day when attending on a full or part time basis.

### 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 main entrance door to the service was secure and had a bell entry system; this was controlled by staff to prevent children from exiting the service unsupervised and to restrict unauthorised persons from gaining access to the service.

The person in charge documented the inspectors visit to the service in the visitor's book on arrival.

The person in charge advised the inspector any food items observed to be a potential choking risk would be immediately cut into smaller pieces and any necklace/beads would immediately be removed if observed that a child may be wearing same. The service met the necessary safety requirements in respect of the indoor environment, toys and equipment and safe storage of cleaning agents.

##### Infection Control:

Thermostatically controlled hot water, liquid hand soap and paper hand towel, hygienically dispensed from wall mounted units, were readily available for hygienic hand washing and drying. The staff members supervised children's handwashing and handwashing routines were well established and observed.

Foot pedal operated bins were provided for the disposal of used tissues, paper towel and waste in the pre-school room. Plastic aprons, disposable gloves and nappy sacks were available for hygienic nappy change practices.

Children were observed washing their hands prior to eating snack and following toilet use.

##### Administration of Medication:

Medication was not given at the time of the inspection. During conversations with the staff members, they advised they were aware of the procedures to be followed to administer medicine safely to a child if required while attending the service.

##### Safe Sleep:

The person in charge, in conversation with the inspector, advised that ten-minute sleep checks were recorded to check the colour, position and breathing pattern of sleeping children. The sleep room environmental temperature was recorded at 18.5°C at 10:12am to ensure a comfortable and safe sleeping environment for the children.

##### Fire Safety:

Fire exits on the premises were easily recognisable and unobstructed.

**Outing:**

Outings do not take place from the service, this was confirmed by the person in charge.

**Non-Compliance Information**

**General Safety:**

1. Daily indoor and outdoor risk assessments were not being completed to identify and mitigate the risks of any observed hazards in the service.

**Infection Control:**

2. A foot pedal operated bin was not available for the hygienic disposal of soiled nappies, the bin in the nappy change area required the lid to be handled to dispose of the items.

**Fire Safety:**

3. Regular monthly fire drills were not being practiced; the last recorded fire drill was June 2024. This had the potential to cause confusion in the event of an emergency occurring in the service as some children had commenced in the service after June 2024 and had not partaken in a fire drill exercise.

**Corrective & Preventive Action submitted by the Registered Provider**

**Corrective & Preventive Action**

**General Safety:**

Not stated.

**Infection Control:**

**Corrective Action**

New foot pedal bin in nappy room.

**Preventive Action**

A new foot pedal bin for soiled nappies has been purchased for the nappy room.

**Fire Safety:**

**Corrective Action**

Fire drill done for the month of December.

**Preventive Action**

We did a fire drill in December and recorded details.

**Supporting documentation submitted**

Documents x 3

Photographs x 2

## Summary Comment

Following review of the submitted evidence the requirement for Regulation 23 has been met and will be reviewed at the time of the next inspection.

## 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)  
Both staff members were trained in First Aid Response (FAR) and were immediately available to the children attending the service.

(2)(a)(b)  
The first aid box was suitably equipped and stored in a conspicuous position in the service and immediately available to for the children at all times.

## 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)

A written record was available of fire drills, the last recorded fire drill took place 4 June 2024.

(b)

A record was kept of the number, type and maintenance of the firefighting equipment in the premises and were last serviced November 2023.

(4)

Notices of the procedures to be followed in the event of a fire were conspicuously displayed in the service.

### Non-Compliance Information

(b)

It is acknowledged the maintenance certificate for the smoke/fire detection system in the pre-school was available, however, it was out of date and last serviced 5 June 2023.

### Corrective & Preventive Action submitted by the Registered Provider

#### Corrective Action

New electrical company contacted to certify smoke / fire alarms.

#### Preventive Action

Keep in contact with new electrical company to update certify smoke / fire alarms.

#### Supporting documentation submitted

Photograph x 1

## Summary Comment

It is acknowledged evidence of communication with the electrical company advises the smoke/fire detection equipment will be serviced 23 December 2024, however as this has not yet occurred the requirement for Regulation 26 (1)(b) has not been met at this time.

## Part VI - Safety

### Regulation 27 – Supervision

*A registered provider shall ensure that pre-school children attending the service are supervised at all times.*

## Compliance Information

Children were observed being supervised at all times throughout the inspection by the staff caring for them including snack time and in the sanitary areas.