

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015LK104
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<b>Name of Service:</b>	Lilliput Montessori
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<b>Address of Service:</b>	Mount Charlotte, Rhebogue, Limerick, Co. Limerick
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<b>Eircode:</b>	V94 KD89
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<b>Name of Registered Provider:</b>	Ruth Mc Namara
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<b>Service type:</b>	Sessional
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<b>Date of Inspection:</b>	06/10/2023
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<b>No of pre-school children:</b>	AM	15	PM	N/A
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<b>Address of the Early Years Inspectorate:</b>	Tusla Early Years Inspectorate, 2 <sup>nd</sup> Floor Estuary House, Henry Street, Limerick.
<b>Inspection undertaken by:</b>	M Riordan
<b>Title:</b>	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).

<b>Conditions if applicable</b>	Not applicable
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### Description of service

Lilliput Montessori is a private sessional pre-school service located in Rhebogoe, on the outskirts of Limerick city. It offers an ECCE programme during a morning session from 9.00am to 12.00 md. The service can accommodate a maximum of 22 preschool children at any one time on the premises. The pre-school operates from a purposely designed single story building. It contains 2 well-resourced pre-school rooms. Bathroom facilities are located next to the smaller preschool room. A carefully designed outdoor play area is located in the front yard and garden of the service.

### Staffing

The registered provider is the person in charge of operating the preschool. A second adult is employed at the service. A relief staff is also available if needed. All staff have achieved a major award in Early Childhood Care and Education at Level 6. One staff has completed the LINC programme, a course designed to enhance inclusion of children with additional needs in early childhood care and education settings.

### 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.

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) On the day of the inspection the registered provider was the designated person in charge. There was a named person who could deputise as required.

(b) The registered provider was present in the service for the duration of the inspection.

(2)(a) There were written references from past employers available in respect of each staff, with recorded validations where required.

(b) Where past employer references were not available, references from an alternative source were provided.

(c) Vetting disclosures from the National Vetting Bureau of the Garda Síochána were available in respect of all staff members.

(d) Not applicable to this service as none of the staff had lived outside the jurisdiction.

(4) Both the registered provider and the 2 staff who work at the facility held a major award in Early Childhood Care and Education.

### 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) The service operates a morning sessional service from 9am to 12 midday. There were 15 preschool children with 2 adults attending the morning session. This met the requirements of Regulation 11.

(2) At all times the registered provider ensured that the minimum ratio of adults to children was adhered to in the service.

### 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 sample of children's enrolment forms were reviewed. The service had a record in writing containing the following particulars for each of the children.
- (a) The name and date of birth of the child.
  - (b) The date on which the child first attended the service.
  - (c) Provision to record 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 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 received by the child.
  - (i) Written parental consent for appropriate medical treatment of the child in the event of an emergency.

### 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:*

- (a) the name, position, qualifications and experience of the person in charge and of every other employee, unpaid worker and contractor;*
- (b) details of the class of service and the age profile of children for which the service is registered to provide services;*
- (c) details of the adult:child ratios in the service;*
- (d) the type of care or programme provided in the service;*
- (e) the facilities available;*
- (f) the opening hours and fees;*

- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (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) The registered provider ensured that a record in writing was kept of the following information in relation to the service:

- (a) The name, position, qualifications and experience of the person in charge and each staff working at the facility. This was clearly displayed on the wall in the entrance lobby of the premises.*
- (b) Details of the type of service in operation and the age profile of children for which the facility is registered to provide services.*
- (c) Details of the adult: child ratios in the service.*
- (d) The type of care or programme provided in the service. This was clearly displayed on the wall of the preschool near the entrance for parents to read.*
- (e) The facilities available.*
- (f) The opening hours and fees.*
- (g) A record in writing was maintained of policies and procedures required in accordance with Regulation 10 and were found to be comprehensive and detailed.*
- (h) Details of attendance by each pre-school child daily.*
- (i) Rosters were maintained on a daily basis and available for inspection. These correlated with the numbers that were present on the day of inspection.*
- (j) The service had a medication administration record template available that could be used in the event of a child requiring medication to be administered at the service.*
- (k) Details of any accident, injury or incident involving a pre-school child attending the service.*

### 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

#### Compliance Information

##### **BASIC NEEDS:**

There was a healthy eating policy in place in the service. The parents supplied healthy snacks and drinks for the pre-school children. Perishable foods were stored appropriately in a fridge until required each day at the service. Drinking water was accessible to the children at all times.

Children had unrestricted access to the bathroom facilities. Nappy changing facilities were also available if necessary. A change of clothes was available for all children if needed. Tissues and wipes were always accessible to the children and all waste was disposed of properly in foot pedal operated, lidded bins.

Children moved between 2 rooms internally in the building. Outside children had access to lots of separate play areas. Electric gates at the entrance to the premises ensured that no unauthorised access to, or exit from the school was possible.

##### **PHYSICAL AND MATERIAL ENVIRONMENT:**

The indoor and the outdoor environment was welcoming and safe and provided a good range of developmentally appropriate and challenging experiences for the children. Play equipment and materials were grouped together to provide specific interest areas. Some of the areas included an imaginative home area with dolls, prams, baby clothes, toy kitchen, ovens, a construction area with blocks and building bricks, an area for art and crafts, a sensory play area and a library and reading area. Low level tables and chairs were accessible for tabletop activities. Lots of adult seating was available for staff to seat next to the children during story time. A good range of reading material was available in the library area. An art and craft activity for Halloween was taking place on the day of the inspection. Sand and water play were available outside in a sheltered area. A large garden provided space for lots of ball games with a movable goal post in the grass lawn. A large swing set was accessible with shock absorbent rubber matting located under the swings. Lots of bikes, trikes, bubble cars and scooters were also available outside. Two wooden sheds were set up as play areas and children could use these spaces for small group play activities. Children spend long periods of times outdoors regardless of weather conditions.

### 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.
- (2) The record referred to in paragraph (1) shall be open to inspection by-
- (a) a parent or guardian of a pre-school child attending or proposing to attend the pre-school service,
  - (b) an employee, and
  - (c) an authorised person.
- (3) A registered provider shall ensure that a record referred to in paragraph (2) is retained for a period of 5 years after its creation
- (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) Records were available to show that fire drills were carried out on a monthly basis.
- (b) A record of the number, type and maintenance of firefighting equipment and smoke alarms were available on the premises. The last maintenance check for firefighting equipment was in November 2022.
- (4) The fire evacuation procedures were clearly displayed in the service and a fire assembly point was located in the outdoor area.

### Part VI - Safety

#### Regulation 28 - Insurance

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

#### Compliance Information

The registered provider had a current insurance certificate which outlined that adequate insurance was available for 22 preschool children to attend the service. The insurance cover commenced on the 28<sup>th</sup> of November 2022 and is due to expired on the 27<sup>th</sup> of November 2023.