

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015MH074
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Name of Service:	Hillview Montessori Pre-School
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Address of Service:	Hillview, Gibbstown, Navan, Co. Meath
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Eircode:	C15 TK71
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Name of Registered Provider:	Majella McFadden
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Service type:	Sessional
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Date(s) of Inspection:	08/03/2024
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No of pre-school children:	AM	12	PM	
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Address of the Early Years Inspectorate:	Family Resource Centre, Common's Road, Navan, Co. Meath
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Inspection undertaken by:	AM Cunningham
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Title:	Early Years Inspector
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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

Hillview Montessori Pre-school is operating a sessional service since 1998. The service can accommodate up to 22 pre-school children attending at any one time. The operating hours are 9.00am- 12.00pm in the morning and afternoon session 12.15pm to 15.15pm, Monday to Friday. The age range catered for is 2 years to 6 years. An outdoor area is available to the left of the service and accessed through a gate.

Staffing

There are four staff employed in the service which includes the registered provider, two childcare practitioners employed under the access and inclusion model and two childcare practitioners.

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, 11,19, 21,23,24,25,26 and 28. These findings are outlined within the relevant regulation within this report.

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.

(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.

(6A) Paragraph (4) shall not apply to an employee of a registered provider where - (a) the registered provider receives funding for the employment of the employee pursuant to a scheme funded by the Minister and known as the Access and Inclusion Model, and (b) the employment of the employee is for the purpose of providing support, pursuant to the scheme referred to in subparagraph (a), for a child attending the service to enable the child to participate in the programme known as the Early Childhood Care and Education (ECCE) funding Programme.”

Compliance Information

(1) (a) The service had a designated person in charge and a named person to deputise as required.

(b) A designated person in charge was on the premises when the inspector arrived unannounced to carry out the inspection.

(2) Four files were reviewed, and the following was noted.

(a) & (b) Eight validated written references were available for the staff members.

(c) Garda vetting disclosure was available for the staff member which were obtained within the 3-year timeframe.

(d) Police vetting was available for the staff member who had resided outside the state for a period of more than 6 consecutive months as an adult.

(4) All staff members had a major award in Early Childhood Care and Education at Level 5 on the National Framework of Qualifications or above.

(6) Two staff members were employed under the access and inclusion model.

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) On the day of inspection there were an adequate number of adults working directly with the children attending the pre-school service.
- (3) The adult/child ratio was correct;
Four adults (two staff providing AIM support) cared for 12 children attending a sessional service (aged between 2 years 8 months to 4 years).

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*
- (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

Basic needs of Infants and Children

- A healthy nutritious snack in line with the healthy eating policy of the service was provided for the children attending the service by their parents.
- The children were supported to be self-caring, suitable to the age and stage of development, including hand washing, toileting and caring for their belongings.

- An appropriate daily routine was in place which allocate times for child – initiated play and learning and adult planned and facilitated activities.
- Transitions were clearly announced and signaled by staff. Children were given time to complete activities at their own pace before starting the next activity. This approach respected the children’s learning engagements and resulted in a smooth flow in the routine.
- Snack time was a very social event with animated conversations and discussions. Staff encouraged children to be independent and to develop self-care skills at every opportunity.

Supporting Relationships Around the Children:

- Relationships between staff and the children were very supportive, warm, and consistently positive. Staff sat at the child’s level while assisting them with activities. Staff were overheard praising children for sharing toys and supported children to find positive solutions to minor disputes.
- Children’s individual journals were stored at their level and children could look through them as they wished. The books were a record of the child’s time in the preschool with drawings, photographs and observations placed in their books throughout the year. Children were proud of their books and staff praised children for all their efforts.

Part V - Care of Child in Pre-school Service

Regulation 21 – Equipment and materials

A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.

Compliance Information

The care room had well defined and supported areas of interest which included library areas beside rest areas, wooden puzzles and building blocks, home area, art and craft materials and montessori equipment. The room was bright and airy, and children had lots of room to work on the tables or the floor if they wished. Childrens artwork was displayed on the walls in a way that respects and acknowledges all the children’s efforts.

The outdoor area was available to the left of the building with hard surface area. There was a covered area available for use during wet and sunny weather to offer protection for the children. Large shed with kitchen and play materials. Grass area and hard surface area. the outdoor area was very well resourced and interest areas created. The outdoor area equipment included a mud kitchen, ride on toys, sand table, plastic house, and cars and trucks.

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 following safety measures were in place on the day of inspection:

- All cleaning agents were stored out of reach of the children.
- The main door to the service was secured and the outdoor spaces were enclosed with walls and gates. These security measures ensured that a child did not exit unsupervised and restricted unauthorised persons from gaining access to the service and outdoor spaces.
- All play materials were placed on stable based shelving units. Play materials and equipment were observed to be safe and suitable for the developmental age of the pre-school children present in the service.
- The emergency exit doors were unobstructed.

Infection Control:

The inspector viewed the following infection control measures undertaken in the service to safeguard the health, safety and welfare of the children.

- The service was visibly clean and up to date documented cleaning schedules were on display.
- Foot-operated pedal waste bins were available in the service which facilitated the hygienic disposal of waste.
- The children's packed lunches, supplied from home, were refrigerated on arrival to the service which reduced the risk of bacteria growth in perishable food items.

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.

(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.

Compliance Information

(1) A record was kept of each child's time of arrival and departure on a daily basis by the staff members.

(3) A system was in place to ensure that no person other than the children's parents / guardians, employees or authorised visitors can enter the pre-school. A visitor's book was maintained, there was evidence that visitors were requested to record their attendance.

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) The service provided evidence that a person had up to date First Aid Responders course and was available at all times to the children attending the pre-school service.

(2)(a) and (b) A suitably equipped first aid box was available and safely stored in the premises

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) A record was maintained of all fire drills which had been completed in the service. Fire drills were carried out monthly.
- (b) A record was kept of the number, type and maintenance of the fire extinguishers and smoke alarms in the premises.
- (4) A notice of the procedures to be followed in the event of a fire was conspicuously displayed in the premises.

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 valid insurance certificate for 22 preschool children with an expiry date of 27th March 2025.