

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015OY038		
<b>Name of Service:</b>	Little Treasures Montessori Pre-School		
<b>Address of Service:</b>	Charleville View, Tullamore, Co. Offaly		
<b>Eircode:</b>	R35 XN56		
<b>Name of Registered Provider:</b>	Sandra Clarke		
<b>Service type:</b>	Sessional		
<b>Date(s) of Inspection:</b>	17/06/2024		
<b>No of pre-school children:</b>	AM	10	PM NIL
<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate, Tusla, Child and Family Agency, Primary Care Centre, Church Avenue, Tullamore Co. Offaly R35K1W4		
<b>Inspection undertaken by:</b>	D. Molloy		
<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).

### Conditions if applicable

Not applicable

### Description of service

Little Treasures Montessori Pre-School is located in a residential housing estate in the town of Tullamore, Co. Offaly. This service was established in 1998. The service can accommodate up to eleven preschool children. The age range of children attending is between 3 to 5 years. The service operates from 9.30am to 13.00pm, Monday to Friday. A school age service is not provided. Little Treasures Montessori Pre-School is operated by the registered provider.

Little Treasures Montessori Pre-School is operated from a room attached to the registered provider's domestic dwelling. Access is restricted to the domestic dwelling and this part of the premises is used for the sole purpose of operating an early years' service. The service consists of an entry lobby and coat hanging area, a play room, one toilet and wash hand basin, and a secure outdoor play area to the rear of the service. A specific, designated entrance is provided for access to the pre-school service.

### Staffing

The registered provider was on site during the inspection and facilitated the inspection. The service is operated single handedly, and the registered provider holds a major award in Early Childhood Care and Education at Level 7 on the National Framework of Qualifications. The person who provides back up in case of an emergency was also in the domestic dwelling and available if needed.

### 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, who is the person in charge, 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.

(6) Paragraph (4) shall not apply before 1 September 2021 to a person who-

- (a) has signed a declaration on or before 30 June 2016 to the effect that he or she intends to retire from employment in a pre-school service before 1 September 2021, and
- (b) is in possession of a letter from the Minister confirming that paragraph (4) shall not apply to him or her before that date.

*(6A) is inserted by S.I. No.632 of 2016 CHILD CARE ACT 1991 (EARLY YEARS SERVICES) (AMENDMENT) REGULATIONS 2016 which states; Regulation 9 of the Child Care Act 1991 (Early Years Services) Regulations (S.I. No. 221 of 2016) is amended - in paragraph (4), by the substitution of “paragraphs (5), (6) and (6A)” for “paragraphs (5) and (6)”, and (b) by the insertion of the following paragraph after paragraph (6): “*

*(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 has a designated person in charge.
- (b) The registered provider was present during the inspection and facilitated the inspection. The roster showed that at all times the registered provider was present during the opening hours of the service.
- (2)
- One staff file and that of the emergency person was reviewed on site on the day of inspection.
- (a) (b) Validated references from staff members’ past employers, in particular the most recent employer was available for review. Validated references from reputable sources were available for review.
- (c) Garda vetting disclosures had been obtained for the registered provider and the emergency person . The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
- (d) Police vetting from other police authorities was not required .
- (3)
- Required vetting had been carried out prior to adults and being appointed, assigned, or allowed access to or contact with a child attending the pre-school service.

(4)

The registered provider held a major award in Early Childhood Care and Education at Level 7 on the National Framework of Qualifications .

(6)

(a)(b)

Not applicable as no employee had signed a declaration on or before June 30, 2016, to the effect that they intended to retire from employment in a pre-school service.

(6A)

No staff was working with children under the Access and Inclusion Model (AIM) scheme.

### 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.*

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

*(c) a registered provider of a sessional pre-school service shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.*

### Compliance Information

- (1)  
The required ratio of adults to children was maintained during the inspection.
- (3)  
The registered provider ensured that there were sufficient adults working directly with the children. Records showed that the adult child ratio was upheld in the service.
- (8)(c)  
This service was operated single-handedly and a second person familiar with the operation of the service, was available in the domestic dwelling which was attached to the service and would be able to assist the person in charge in the event of an emergency.

### 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-*

- (a) a parent or guardian of a child attending or proposing to attend the service,*
- (b) an employee, unpaid worker, or contractor, and*
- (c) an authorised person.*

### Compliance Information

- The registered providers had ensured 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 was available on the premises and could be viewed by
- (a) a parent or guardian of a child attending or proposing to attend the service,
  - (b) an employee, unpaid worker, or contractor, and
  - (c) an authorised person

### 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

Children brought in their own lunches from home in line with the healthy eating policy of the service. Children were busy with arts and craft and table top activities, and some were relaxing in the cosy rest area. The children could access their choice of books, one of which the registered provider read aloud. Independence and self-care were encouraged, and the children took turns being a "helper" at lunch time and also organising the seating arrangements. Children selected their own place of choice at the lunch table while interacting and language development was promoted with the group discussing the words "beside", "opposite" while putting meaning to the various table positions.

##### Supporting Relationships

There was a relaxed atmosphere in the setting and the children appeared comfortable in the company of the registered provider who were familiar with the children's families. Parents received regular updates on their children's progress at hand over times and at individual meetings with the registered provider. Transitions from preschool to primary school was discussed and a wall chart with pictures of the different schools the children were due to attend was on display.

### 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:

Entry to the service was gained through the designated door to the side of the setting which was operated on a controlled entry system from within. Access to the domestic dwelling was restricted.

Cleaning, sanitising products and equipment were stored out of reach of children.

Refuge bins were stored away from the play area and out of reach of children.

### Infection Control:

The service was well ventilated by openable windows.

Children were observed washing hands correctly during the inspection and registered provider was observed reminding children and offering assistance if necessary.

The service was observed to be clean, and well maintained.

### Fire Safety:

The fire exits were unobstructed.

The fire exits were fitted with exit display signage.

A notice of the fire assembly point was on display to show fire assembly point outside the building.

### Outing:

The registered provider stated that no outing was conducted from the service.

## 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 registered provider had up to date First Aid Responder (FAR) certification and was available to the children attending the pre-school service.

(2)(a) The first aid box was safely stored in an easily accessible location on the premises.

(b) The first aid box was readily available in the service 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 firefighting 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 written record was available of the fire drills carried out in the service. The last fire drill was recorded as being carried out on May 24, 2024.
  - (b) The number, type and maintenance record of firefighting equipment and smoke alarms on the premises was available. The fire alarms were serviced on September 1, 2023, and fire equipment was also checked on September 1 2023 .
- (2) The record was available open to parents, guardians, employees, and the authorised person.
- (3)
- The registered provider stated that records were retained for a period of 5 years after creation.
- (4)
- A notice of the procedure to be followed in the event of a fire was displayed on the premise

## Part VI - Safety

### Regulation 28 - Insurance

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

#### Compliance Information

A copy of up-to-date insurance cover for the number of children attending the service was available .The insurance cover was valid until March 2025

## Part IX - Inspection and Enforcement

### Regulation 33 – Furnishing of information to agency

*A registered provider shall furnish the Agency with such information as the Agency may reasonably require for the purpose of enforcing and executing these Regulations and the information shall be in such form, if any, as may be specified by the Agency.*

#### Compliance Information

The registered provider facilitated the inspection and provided access to information as was required for completion of the inspection.