

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015WH057
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Name of Service:	Kilbeggan Montessori
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Address of Service:	Mullingar Road, Kilbeggan, Co. Westmeath
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Eircode:	N91 HY38
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Name of Registered Provider:	Brenda Smith
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Service type:	Sessional
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Date of Inspection:	13/06/2023
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No of pre-school children:	AM	12	PM	N/A
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Address of the Early Years Inspectorate:	Early Years Inspectorate, Tusla, Child and Family Agency, SAP Office, St. Loman's Campus, Mullingar, Co Westmeath
Inspection undertaken by:	C O' Connor Hughes
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	Not applicable
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Description of service

This sessional service provides an Early Childhood Care and Education programme to children aged 2 to 6 years from 09:00-12:00 and 12:30-15:30. The service operates on a Monday to Friday basis.

The service is located in an adapted office facility consisting of one playroom in Kilbeggan, Co Westmeath. There is an outdoor play area located at the back of the service.

Staffing

The registered provider and a staff member were working directly with children on the 13 June 2023.

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 inspections 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, the staff member 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.*

(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)

The designated person in charge was the registered provider of the service. The registered provider stated there is no deputy designated person in charge in the service. The service will close if the registered provider is in a position that she cannot operate the service.

(b)

The registered provider was present for the duration of the inspection.

(2)(a)(b)

Written validated references were available from a past employer and from a source other than a previous employer in respect of the registered provider and the staff member.

(c)

Garda Vetting disclosures were available in respect of the registered provider and the staff member.

(d)

Police vetting was not required as no adult had lived outside the state for a period of longer than six consecutive months.

(3)

The procedures in respect (2)(a)(b)(c)(d) were carried out by the registered provider prior to the employment of the staff member.

(4)

The registered provider and staff member held a major award at Level 8 in Early Childhood Care and Education 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)

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

(3)

There were twelve children attending the service supervised directly by the registered provider and a staff member.

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)
The records of five children were inspected. Information relating to (a)(b)(c)(d)(e)(f)(g)(h) and (i) was available in respect of the children attending the service.

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;*
- (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)

Written records of information in relation to the service in accordance with Regulation 16

(1)(a)(b)(c)(d)(e)(f)(h)(i)(j) and (k) were available and reviewed.

Part IV – Information and Records

Regulation 17 – Information for parents

A registered provider shall ensure that a parent or guardian of a child proposing to attend the service is provided with the information referred to in subparagraphs (a) to (g) of Regulation 16(1).

Compliance Information

Parental information was available in a written format in the service in respect of Regulation 16 (1)(a) to (g).

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 provider presented a copy of the of registered provider V11A (inserted by section 92 of the Child and Family Agency Act 2013 (No.40 of 2013) of the Act and Regulations for inspection of (a)(b)(c).

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

(1)(a)

Children enjoyed the morning play activities that included singing songs, story time, an arts and crafts activity making Father's Day cards and outdoor play.

Parents provided lunches for their children which consisted of sandwiches, fruit, crackers, cheese and yoghurt. Water was available for children to drink. Children independence was encouraged by adults as they tidied their lunch bag after snack time.

Adults were positive towards children in their care evidenced by use of eye contact, using children's individual names and giving positive praise. Adults sat with children during snack time engaging in conversations with children.

Materials were accessible to children on low level shelving and included Montessori equipment, blocks, bricks, jigsaws, animals, cars, dolls, arts and crafts equipment were available for children's use. A kitchen, a child sized bench, a rest area with books and low-level tables and chairs with tablecloths were noted in the pre-school room. Children's artwork was displayed depicting a "Solar system" and "Buzzy Bees" in the pre-school room. Folders were available for each child with photographs of their play, work activities and child development observations documented. The registered provider stated the child's folder and children's artwork is shared with parents. Information and updates are given to parents via a short messaging system.

Non-Compliance Information

The physical and material environment in the pre-school room required review and extra resources for child led, imaginative and sensory play.

Corrective & Preventive Action submitted by the Registered Provider

The registered provider stated the following corrective and preventive actions in her response;

Corrective and Preventive Action

A review and assessment of the physical and material environment will be carried out to promote child led, imaginative and sensory play. The registered provider will use the Siolta and Aistear Practice guide.

Regular self assessment will be carried out throughout the preschool year to ensure we are meeting the children's needs including child led, imaginative and sensory play.

Review and assessment completed when preschool reopens in September 2023.

Supporting documentation submitted

No evidence submitted.

Summary Comment

The non-compliance remains outstanding. The registered provider will submit the evidence to TUSLA when the service re opens in September 2023. The practice stated by the registered provider will be assessed on the next TUSLA inspection.

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 front door to the service was locked and secure to keep the children safe within. The registered provider was observed to hand each child to their parent at the front door of the service at the end of the morning session. The service met the necessary safety requirements in respect of the indoor environment, toys and equipment and the safe storage of cleaning agents.

Infection Control:

The premises were visually clean. All toys and materials were easily cleanable. Cleaning records were available and reviewed. Warm water, hand paper towels in wall mounted units and liquid soap was available in the sanitary accommodation in the service. Openable windows provided natural ventilation in the sanitary accommodation. Pedal bins were located in the sanitary accommodation and pre-school room for the hygienic disposal of waste. Children were observed to wash their hands before snacks and after toileting.

Administration of Medication:

Temperature reducing medication was available if a child presented with a high temperature. The medication administration book reviewed had no record of medication administered to date. A health care plan was in place for a child with a defined medical condition.

Fire Safety:

The fire escape routes were clear from the pre-school room. The fire assembly point was noted at the back of the service.

Outing:

The registered provider stated the service did not undertake outings.

Non-Compliance Information

Infection Control:

A fridge was not available in the service for the storage of perishable foods.

Action submitted by the Registered Provider

The registered provider stated the following corrective and preventive actions in her response;

Corrective & Preventive Action

Infection Control:

A fridge will be installed to store the children's lunches in.

Ensure that a fridge is always installed on the premises.

Fridge will be installed and in place when pre-school reopens in September 2023.

Supporting documentation submitted

Infection Control:

No evidence submitted.

Summary Comment

The non-compliance remains outstanding. The registered provider will submit the evidence to TUSLA when the service re opens in September 2023.

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 and staff member were qualified in First Aid response (FAR) and available in the premises.

(2)(a)

The first aid box was available in an accessible and conspicuous location in the service.

(b)

A first aid box was accessible to children in the pre-school 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 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)

Monthly written records for the completed fire drills were available on the premises. The date of the last fire drill undertaken in the service was 3 May 2023.

(b)

A record was available demonstrating the number, type and maintenance of the firefighting equipment and smoke alarms on the premises. The firefighting equipment and smoke alarms were serviced on the 9 September 2022.

(4)

A notice of the procedures to be followed in the event of a fire was displayed in a conspicuous position in the premises.

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 for the number of children attending the service and the expiry date noted as 27 March 2024.