

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2015WW172
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<b>Name of Service:</b>	Charlesland Park Montessori
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<b>Address of Service:</b>	184 Charlesland Park, Greystones, Co. Wicklow
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<b>Eircode:</b>	A63 FX30
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<b>Name of Registered Provider:</b>	Rita Byrne
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<b>Service type:</b>	Full Day, Part Time, Sessional
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<b>Date(s) of Inspection:</b>	11/03/2024
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<b>No of pre-school children:</b>	AM	24	PM	22
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<b>Address of the Early Years Inspectorate:</b>	Loughlinstown Health Centre, Loughlinstown Drive, Loughlinstown, Co. Dublin.
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<b>Inspection undertaken by:</b>	Mona Condon
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<b>Title:</b>	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).

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

This service is located in a residential area in Greystones village, County Wicklow. The service is registered to provide a full day care, part time and sessional service for pre-school children between 0-6 years of age. The service operates between the hours of 07:30 and 18:30 on a Monday to Friday basis. The children are cared for across four pre-school rooms depending on their age and stage of development. The baby and toddler rooms are located downstairs, and the Pre-Montessori and Montessori rooms are located upstairs. Sanitary areas are available on both floors and a kitchen is located on the ground floor. An outdoor area is at the rear of the premises.

### Staffing

A total of nine adults are employed in the service to provide direct care to the children attending. The registered provider works in an administrative role and is not present in the crèche on a daily basis. On the day of inspection eight adults provided direct care to twenty-four pre-school children. A manager was also present.

### 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 person in charge, 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) The service has a designated person in charge and a named person who is able to deputise as required.

(b) The designated person in charge was on the premises at the time of the arrival of the Inspector and remained on the premises for the duration of the inspection.

(2) A total of ten adults files were reviewed. This included nine staff members and one student.

(a)(b) There were twenty validated references available.

(c) Documentary evidence of a processed Garda Vetting Disclosure was available for ten adults. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) International Police vetting was available for five adults who had lived in another state for a period longer than six consecutive months as an adult.

(4) Nine adults employed and working directly with children attending the service held at least a major award in Early Childhood Care and Education at Level 5 or higher 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*

*(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) Throughout the inspection there was an adequate number of adults working directly with the pre-school children.

(2) The adult/child ratios were maintained throughout the inspection. On inspection there were eight adults providing direct care to twenty-four pre-school children.

(8)(a) There were more than two adults present in the premises throughout the inspection and the staff roster confirmed there are at least two adults present at all times.

### 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)

Twelve files were examined.

In relation to the files examined, the record required in writing in relation to (a)-(i) above was kept for each child.

The children's files were located in a secure place in the service.

(3)(c) A record in writing referred to in paragraph (1) (a)-(i) was open to inspection on the premises by the inspector.

## 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:

With the exception of the non-compliance below, the service met the necessary safety requirements in regarding of the indoor environment, toys and equipment and safe storage of cleaning agents.

##### Infection Control:

Thermostatically controlled hot water, liquid hand soap and paper towels were readily available for hygienic hand washing and drying. The staff members supervised children's and handwashing routines were well established. Foot pedal operated bins were provided for the disposal of used tissues. Written cleaning schedules were available and sanitary area which was observed to be maintained in a clean and hygienic condition.

##### Administration of Medication:

Medication was given at the time of the inspection, written parental consent was available and staff followed required safety procedure when administering medication to the child. Medication was stored safely.

##### Fire Safety:

Fire exits were unobstructed.

##### Safe Sleep:

In the designated sleep room, adjacent to the Baby room a total of four standard cots were available to children under two years of age to sleep. Individual bed linen was available. An ambient temperature between 16°C-20°C was maintained. On the day of inspection, a sleep log was maintained every 10 minutes by staff detailing the physical checks carried out on sleeping children under 2 years of age and over 2 years of age. Children attending the Toddler room slept on low level beds in a section of their room. Individual bed linen was supplied.

### Outing:

The person in charge stated that no outings are conducted by the service at this time.

## Non-Compliance Information

### General Safety:

1. In the Montessori room upstairs fourteen children aged 2-3 years were cared for by three staff members and one student. The layout, size and shape of the room unintentionally facilitated the children using the open internal space as a “running track” on several occasions during the day. This was observed between 10:30am to 11:30am and again between 13:45 and 13:55. Despite staff trying to distract and re-engage these young children to other activities on several occasions and removing a small group of five children to another room this behaviour continued. This posed a risk of injury to a child within the room as on several occasions children bumped into each other and into furniture and equipment within the room. It was confirmed by staff members that this is an ongoing challenge and despite changing the layout of the room it has proven not possible to resolve.

### Infection Control:

2. The practices observed during nappy changing were not consistent with best practice in relation to infection control as evidenced by the following:
  - The staff members apron was not changed between nappy changes.
  - The staff member did not wash her own hands following each nappy change.

## Action submitted by the Registered Provider

### Corrective & Preventive Action

#### General Safety:

Screens purchased and installed to divide the room (pictures attached). These screens are now used daily to prevent the situation from recurring.

**Infection Control:**

Additional staff training had been provided by management in relation to nappy changing. The staff will be monitored to ensure that the correct procedure is followed. Training was given to the staff member in question and ongoing training will be carried out with all staff members to ensure compliance going forward.

**Supporting documentation submitted**

**General Safety:**

Photographic evidence of the screens in place in the room.

**Infection Control:**

Certificate for completed training in nappy changing procedure for the staff member.

**Summary Comment**

The registered provider has addressed the non-compliances as identified on inspection in relation to Regulation 23.

**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)

Three adults trained in First Aid Response were present and immediately available to the pre-school children.

(2)

(a) The first aid box for children was safely stored in an accessible and conspicuous position in the pre-school room.

(b) At all times the first aid box was available to the children attending 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 fire drills were carried out in the service; the last recorded fire drill took place on the 15<sup>th</sup> of February 2024.
- (b) Evidence was available to confirm that the fire-fighting equipment and smoke alarm were both last serviced in March 2024
- (4) Notices of the procedures to be followed in the event of fire were displayed conspicuously in the rooms and in the hallways.