

# Early Years Inspectorate Regulatory Report

## Pre School

**TUSLA Identifier:** TU2015WW172

**Name of Service:** Charlesland Park Montessori

**Address of Service:** 184 Charlesland Park, Greystones, Co. Wicklow

**Eircode:** A63 FX30

**Name of Registered Provider:** Rita Byrne

**Service type:** Full Day, Part Time, Sessional

**Date of Inspection:** 24/08/2023

<b>No of pre-school children:</b>	<b>AM</b>	30	<b>PM</b>	29

**Address of the Early Years Inspectorate:** Loughlinstown Health Centre,  
Loughlinstown Drive,  
Loughlinstown,  
Co. Dublin.

**Inspection undertaken by:** Mona Condon.

**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

### 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. The age range of children catered for in the service at present is from one year to four 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 Montessori and activity 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 ten 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 thirty pre-school children. A manager was also present. A relief member of staff arrived at the service at 11am.

### 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 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 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.*

*(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 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) All staff files were reviewed
- (a)(b) There were twenty validated references available.
- (c) Documentary evidence of a processed Garda Vetting Disclosure was available for ten staff members.
- (d) International Police vetting was available for four staff members who had lived in another state for a period longer than six consecutive months as an adult.
- (3) The procedures specified in paragraph (2) were carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending service.
- (4) Ten 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 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.*
- (8) Without prejudice to paragraphs (2) to (7)-*
- (a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,*

#### 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 seven adults providing direct care to thirty 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 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-*

*(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

(1)(b)

Inspectors observed that staff were attentive to the personal care of the children. The children's nappies were changed routinely and if needed in between. Bibs were provided when eating to protect their clothes from becoming soiled or wet. Their noses, hands and faces were cleaned when they became soiled. Staff used opportunities when assisting with personal care for warm individual engagement with the children.

Staff sat with the children when eating. They provided them with help when needed whilst supporting their independence. Drinks of water were offered regularly and were always available both indoors and outdoors.

All children were given the opportunity to play outdoors with each room availing of a separate area.

The children attending the Baby room were placed to sleep according to their individual routine or when they displayed signs of tiredness. All children were provided with comfort when being placed to sleep. The sleep room atmospheres were calm. Children's outer clothing was removed, and blankets were provided. Staff provided the children with reassurance as they were settling to sleep, talking to them gently and sitting next to them. The children who had soothers were offered these.

Staff demonstrated warmth and affection in their interactions with the children. They addressed them by name, used gentle tones and interacted with them in a positive manner. The staff provided the children with comfort when they became upset - holding them and talking to them in soft tones. Individual written daily diaries were kept throughout the day for children attending the Baby room, to share with parents/guardians to provide for continuation of care. Parents with children attending other rooms were provided with information including photographs using an on-line app.

## 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 designated emergency exit doors were clear and unobstructed.
- The cleaning agents were stored on high shelving and were inaccessible to the pre-school children.
- Documentary evidence was available of daily risk assessments being carried out in the service.

##### Infection Control.:

- The premises and equipment appeared clean and well maintained. Cleaning schedules were completed.
- Foot pedal operated bins were in place throughout the service to facilitate the hygienic disposal of used paper hand towel and tissues.
- Gloves, plastic aprons and nappy sacks were available for hygienic nappy changing practices. Bed linen was individual to each child.
- Children's hands were washed at key times, including before eating, after using the toilet and after outdoor play, to prevent the spread of infection. Effective hand hygiene practices and good supervision was observed and was in accordance with the services infection control policies and procedures.
- Children's soothers and milk bottles were cleaned, stored and sterilized appropriately.

##### Administration of Medication:

- Temperature reducing medication was available and stored safely out of reach of children.
- Staff were aware of the procedure regarding the safe administration of medication.

##### Safe Sleep:

- In the designated sleep room, a total of four standard cots were available for the babies attending. Individual bed linen was available. An ambient temperature between 16°C-18°C was maintained.
- Children attending the Toddler room slept on sleep mats while being supervised by an adult at all times.
- A sleep log was maintained every 10 minutes detailing the physical checks carried out on sleeping children under 2 years of age.
- **Outings:**
- It was confirmed by the person in charge that the pre-school children do not go on outings from the service.

### Non-Compliance Information

#### Infection Control:

1. A small toilet seat insert was placed on the floor in the sanitary area off the hallway which is not best practice in relation to infection control.
2. There was no waterproof cover on two of the baby cot mattresses to allow for adequate cleaning between uses which is an infection control risk.

#### General Safety:

3. In the Baby Room visibility strips were not available to the height required to prevent the risk of injury to a baby if he/she were to accidentally hit against it.
4. In the Pre-School room a loose wire from a DVD player posed a risk of injury to a child as it was accessible and it could be pulled down off the shelf.

### Action submitted by the Registered Provider

#### Corrective & Preventive Action

#### Infection Control:

1.

#### Corrective Action

Hook have now been provided on the wall to store small toilet seat insert (see picture 1)

#### Preventive Action:

Small toilet seat placed on hook after use and cleaning.

2.

#### Corrective Action

Waterproof covers have been placed on all baby cot mattresses.

#### Preventive Action

Cots are now checked regularly after sheets have been replaced to ensure waterproof covers are in place.

#### General Safety:

3.

#### Corrective Action

Visibility strips are now attached to door at two levels in the baby room, child and adult height.  
(see picture 2).

## Preventive Action

Visibility strips are now checked and replaced as necessary.

4.

## Corrective Action

All staff now carry out a second check on appliance wires during the morning after use, in addition to pre-opening Health and Safety Checks.

Wires have been shortened where possible (see picture 3).

## Preventive Action

Check appliance wires after use.

## Supporting documentation submitted

### Infection Control:

Photographic evidence.

### General Safety:

Photographic evidence.

## Summary Comment

The corrective and preventive actions and the evidence received from the Registered Provider have been considered by the Inspector. The non-compliances identified on inspection in relation to Regulation 23 have been addressed.

### 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) An adult trained in First Aid Response was 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 24<sup>th</sup> July 2023.

(b) Evidence was available to confirm that the fire-fighting equipment was last serviced in March 2023 and smoke alarm was serviced in February 2023.

(4) Notices of the procedures to be followed in the event of fire were displayed conspicuously in the rooms and in the hallways.

# Early Years Inspectorate Regulatory Report

## Pre School

### Part VI - Safety

#### Regulation 27 – Supervision

*A registered provider shall ensure that pre-school children attending the service are supervised at all times.*

#### Compliance Information

The children attending the service were supervised by the staff members at all times during the inspection.

### 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 valid until 27<sup>th</sup> March 2024. The insurance provides cover for up to 48 children.