

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2016DR008		
Name of Service:	Rowan House Montessori		
Address of Service:	Stradbrook Road, Blackrock, Co. Dublin		
Eircode:	A94 E621		
Name of Registered Provider:	Susan Cleary		
Service type:	Full Day / Part-time Care		
Date of Inspection:	01/05/2024		
No of pre-school children:	AM	32	PM 28
Address of the Early Years Inspectorate:	Tusla – Child and Family Agency, Trinity Building, IDA Business Park, Bray, Co Wicklow		
Inspection undertaken by:	Mary Redmond		
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 private childcare service has been operated by the current registered provider since 1994. Full day care and part-time care is provided for pre-school children aged two and a half to five years of age. The hours of operation are between 8am and 6pm Monday to Friday for 48 weeks of the year.

The service operates from a purpose-built structure located adjacent to the registered provider's domestic dwelling in a residential area of south county Dublin. Care and education is provided across two well-equipped Montessori rooms. An enclosed outdoor space is provided to the front of the premises and a sheltered outdoor space is also provided.

Staffing

There were nine adults employed including the registered provider who is present in the service daily. Adults employed to work with children had attained major awards in Early Childhood Care and Education at Levels 6, 7 and 8 on the National Framework of Qualifications. One adult who did not have the required qualification had obtained a letter of eligibility to practice from the Department of Children, Equality, Disability, Integration & Youth (DCEDIY).

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 areas of governance and safety. The inspection may also focus on other areas as required.

The inspection plan was to assess compliance under the following regulations:

- Regulation 9 Management and recruitment
- Regulation 11 Staffing levels
- Regulation 15 Record of pre-school child
- Regulation 16 Record in relation to pre-school service
- Regulation 23 Safeguarding health, safety and welfare of child
- Regulation 25 First aid
- Regulation 26 Fire safety measures

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 reoccurring. 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 co-operation of the registered provider, the manager and staff members who facilitated the inspection 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.

Compliance Information

- (1)
- (a) The registered provider is the designated person in charge and there is also a full-time manager.
 - (b) The person in charge on the day of inspection was the registered provider who was on the premises for the duration of the inspection.
 - (c) There was a clear management structure in place.

The inspector was given access to the files for all staff and reviewed the files for nine adults.

- (2)
- (a) There were written validated references available from previous employers for all adults employed in the service.
 - (b) References from other sources were available for the registered provider.
 - (c) Garda vetting dated within the last three years was available for nine adults.
 - (d) Police vetting was available for four adults for whom it was required.
- (4) Eight adults had attained major awards in Early Childhood Care and Education at a minimum of Level 6 on the National Framework of Qualifications. The qualification for one adult had been assessed by the DCEDIY and a letter of eligibility to practice had been issued for this adult.

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.

Compliance Information

(1) There were an adequate number of adults working directly with children attending the service. There were seven adults working directly with thirty-two children in the morning and four adults working with twenty-eight pre-school children in the afternoon; this did not include the registered provider and manger who were also available.

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.*

(4) A registered provider shall ensure that a record in writing referred to in paragraph (1) is retained for a period of 2 years from the date on which the child to whom it relates ceases to attend the service.

Compliance Information

(1) A random selection of records were reviewed for ten children who were attending the service. The records reviewed contained the following particulars:

- (a) The name and date of birth of each child.
- (b) The date on which each child first attended the service.
- (c) Documentation available supported recording the date on which a child would cease to attend the service.
- (d) The names, addresses and telephone number of parents were recorded and information where parents can be contacted during the hours of operation of the service were also available.
- (e) Names and contact details of other adults who were authorised to collect children were available.
- (f) The documentation available supported the recording of specific illnesses, allergies, disabilities and dietary preferences for children.

(g) The name, address and telephone number of each child's general practitioner (GP) was recorded.

(h) Parents had indicated which immunisations their children had received.

(i) There was written parental consent for medical treatment of children in the event of an emergency.

(4) The registered provider was aware that the records referred to above must be retained for a period of two years after the child leaves 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:

(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)

(h) Details of children's attendance was accurately recorded in attendance registers in both rooms.

(i) A staff roster was available and was consistent with adults rostered to work in the service.

(j) Documentation was available to demonstrate that signed parental consent was required prior to administering medication to a child when required, and that administration of medication should be witnessed.

(k) Details of accidents and incidents were recorded and there was evidence available that parents were informed following an accident or incident involving their child.

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) Two adults working in the service had valid qualifications in First Aid Responder (FAR) training and were always available to children. Other adults working in the service also had relevant first aid training.

(2) Suitably equipped first aid boxes were available.

(a) They were stored safely in conspicuous positions in the service.

(b) The first aid boxes were available to children 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 fire fighting equipment and smoke alarms in the premises.

Compliance Information

(1) A record was available for the following:

(a) There was a record to demonstrate that monthly fire drills take place, and the last recorded fire drill was on the 10 April 2024.

(b) A maintenance record was available to show that the firefighting equipment had been serviced on the 20 February 2024 and that the smoke detection and alarm system had been serviced.