

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier: TU2016DY022

Name of Service: Mayfield Montessori

Address of Service: 8 Mayfield Road, Kilmainham, Dublin 8, Co. Dublin

Eircode: D08 YEOH

Name of Registered Provider: Lorraine Higgins

Service type: Sessional

Date of Inspection: 01/12/2024

No of pre-school children:	AM	17	PM	N/A
-----------------------------------	----	----	----	-----

Address of the Early Years Inspectorate: Early Years Inspectorate
2nd Floor, Unit 4/5
The Nexus Building
Blanchardstown Corporate Park
Ballycoolin
Dublin 15 | D15 CF9K

Inspection undertaken by: C. Kerrigan

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

Mayfield Montessori is a sessional service that is located on the ground floor of the registered providers home in a residential area of Dublin 8. A secured outdoor area is located to the rear of the premises which is accessed through the care room. Montessori led care is provided to children aged between two and six years of age. The service is open from Monday to Friday between 9.30am and 1pm for 38 weeks of the year.

Staffing

The registered provider and one staff member were working directly with seventeen children on the day of inspection.

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.

Regulations reviewed were as follows.

- Regulation 9 Management and recruitment (1)(2)(a)(b)(c)(d), (4).
- Regulation 11 Staffing Levels (1)(2)(8)(a).
- Regulation 15 Record of a Pre-School Child (1)(a)(d)(e)(f)(g).

- Regulation 19 Health, Welfare and Development of the Child. (1)(a)
- Regulation 23 Safeguarding Health, Safety and Welfare of child.
- Regulation 25 First Aid.
- Regulation 26 Fire Safety Measures.
- Regulation 28 Insurance.

A sampling process was used to assess compliance under Regulation 15.

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, 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
- (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-

- (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) There was a designated person in charge and a named person to deputise as required.
- (b) The registered provider and the person in charge were present at all times during the inspection.
- (c) There was a clear management structure within the service, this was clearly displayed on the wall in the hallway.

- (2)
- (a)(b) Two written references from a reputable source were available for the registered provider and two written and validated references were available for one staff member.
- (c) Garda Vetting disclosures were available for the registered provider and one member of staff who work directly with the children. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.
- (d) Police vetting was not required as no staff member had lived in a state other than the State for a period of longer than 6 consecutive months.
- (4) Two members of staff employed and who work directly with the children whose records were reviewed held a major award at Level 5 or higher in Early Childhood Care and Education on the National Qualifications Framework.

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)-*
- (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) On the day of inspection there were adequate numbers of adults working directly with the children attending the service.
- (3) On the day of inspection there were two adults working directly with 17 children aged from 2 years 11 months years to 5 years.
- (8)

(a) The registered provider ensured that there were two adults on the premises at all times during the inspection. This was also reflected in the staff roster.

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;

(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;

(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) On the day of inspection, a sample of seven records were available for review were found to be completed in full.

(a) The name and date of birth for seven children was present on all forms reviewed.

(d) The registered provider ensured that the name and address of a parent/guardian and telephone number where they could be contacted was fully completed.

(e) The registered provider ensured that authorisation for the collection of each child was complete.

(f) The registered provider ensured that details of illnesses and allergies together with all the relevant information for the specific provision of care was available for each child.

(g) The registered provider ensured that the name and address of each child's general practitioner was complete.

(3)(c) A record in writing was available on the premises for inspection.

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)

Basic Needs:

- Parents provided lunches and snacks, with perishable food items refrigerated upon arrival to the service.
- Water was freely available to children with their individual water bottles located in an easily accessible spot within the care room.
- Toileting was undertaken prior to lunch time and as needed for the child's comfort.
- Identified areas for rest and relaxation were evident in the care room.
- Children were observed enjoying free movement within the room, with staff supporting and enhancing play. Staff were observed interacting with the children in a sensitive, warm, respectful manner. The service promoted children's abilities and feelings of autonomy within the service. For example: on a daily basis children were given specific responsibilities such as setting tables for lunch, giving out lunch bags to their peers, adding to feelings of belonging and purpose. The Irish language was promoted within the service in a playful manner through song.
- The outdoor play area was located at the rear of the premises. It consisted of a soft impact surface surrounded by walls. Outdoor toys comprising of slides, blocks and bricks, planting areas, mark making materials, playhouse and cause and effect toys were available and enjoyed by the children. All toys were stored in a designated toy shed when not in use.

Supporting Relationships:

- The service has a long-standing relationship within the community, through discussion with the registered provider and staff there was a history of older siblings having attended the service. Communication with parents is undertaken at drop off and pick up time with staff members advocating an open-door policy.
- On the day of inspection, the two adults present spoke in a calm relaxed manner towards each other, picking up on cues that involving the care of the children.

- For example, at the end of outdoor play, one adult stayed with children ensuring handwashing was completed while the other supervised children coming into the care room. This comfortable, calm manner was identifiable with the children's interactions as children appeared confident and comfortable in approaching the staff when needing assistance.

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 main entrance to the service was secure upon the inspector's unannounced arrival at the service. Access was granted via a doorbell system in which a staff member answered, therefore preventing access to the children from unauthorised persons, this also prevented children from exiting the service unsupervised.
- Hazardous materials such as cleaning agents were placed on high shelving away from children's reach.
- The outdoor area was fully secured and enclosed with a high wall, with the gate secured by a high bolt lock system.

Infection Control:

- Perishable food items brought in from home were refrigerated in children's individual lunch boxes until snack time.
- Toilet roll was hygienically stored and in easy reach of the children, preventing potential cross contamination.
- Pedal bins were in use throughout the service ensuring appropriate disposal of waste.
- Thermostatically controlled water, liquid soap and single use paper towels were in use throughout the service for hand drying purposes, ensuring good handwashing practices.

Administration of Medication:

Medications are not routinely given within the service, but staff demonstrated knowledge on the procedure for medication administration if required.

Fire Safety:

Monthly fire drills were completed. Fire escape routes and procedures were easily identifiable in the care room, with staff outlining the process efficiently. Staff were able to outline drills and evacuation procedures.

Smoke alarms and emergency lighting was evident throughout the service.

Non-Compliance Information

General Safety:

Garda vetting was available for one emergency staff member. However, this vetting disclosure was not dated within the previous three years in adherence to with the Early Years Inspectorate Regulatory Notice 'EYI-RN12.3 Renewal of Garda Vetting'.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

The registered provider has renewed the named emergency cover person's Garda Vetting. The registered provider has reviewed the Staff Absence policy and included a requirement to review Garda Vetting at the start of each school year and renew where necessary.

Supporting documentation submitted

General Safety:

Photographic evidence has been submitted by the registered provider.

Summary Comment

The corrective and preventive actions submitted by the registered provider are sufficient to address the non-compliance under 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) A person with First Aid Responder (FAR) training was available to the children attending the service, this was further evidence by review of the staff roster.

(2)(a) A first aid box was safely stored in an easily accessible and conspicuous position within the premises.

(b)The first aid box was readily available to the adults caring for 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.

(2) The record referred to in paragraph (1) shall be open to inspection by-

(c) an authorised person.

(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 undertaken within the service with the last recorded fire drill carried out on the 14th of November 2024.
- (b) A record of the number, type and maintenance record of firefighting equipment and smoke alarms in the premises was available for review. The record showed that the firefighting equipment was serviced on the 2nd of October 2024 while the smoke alarms were serviced on the 30th of September 2024.
- (2)(c) Records were readily available for review by the Inspector.
- (4) Fire evacuation procedures were displayed throughout the service.

Part VI - Safety

Regulation 28 - Insurance

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

Compliance Information

The registered provider had insurance to cover the children attending for sessional care, the insurance certificate reviewed had an expiry date of the 31 August 2025.