

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2018WW507				
<b>Name of Service:</b>	Belmont Montessori				
<b>Address of Service:</b>	235 Belmont, Bray, Co. Wicklow				
<b>Eircode:</b>	A98 F254				
<b>Name of Registered Provider:</b>	Susan Walsh				
<b>Service type:</b>	Sessional				
<b>Date of Inspection:</b>	15/06/2023				
<b>No of pre-school children:</b>	<table border="1"> <tr> <td>AM</td> <td>9</td> <td>PM</td> <td>N/A</td> </tr> </table>	AM	9	PM	N/A
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<b>Address of the Early Years Inspectorate:</b>	Tusla Child and Family Agency. First Floor Trinity Building, IDA Business Park, Southern Cross Road, Bray, Co. Wicklow.				
<b>Inspection undertaken by:</b>	H. Bourke				
<b>Title:</b>	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).

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

Belmont Montessori was established in 2018. The Montessori is in a residential area on the outskirts of Bray, Co. Wicklow. The children's care is provided in a purpose-built extension attached to the registered provider's home. There is an outdoor play area available to the rear of the premises. It is a privately owned sessional service and is registered to provide education for children aged between 3 and 6 years old and operates an Early Childcare Care and Education (ECCE) service for 38 weeks of the year Monday to Friday from 09.30 am to 12.30 pm.

### Staffing

The registered provider works directly with the children singlehandedly. A second person familiar with the operation of the service is available within a close distance in the event of an emergency.

### 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, 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,*

*(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 was the person in charge throughout the inspection. A named person was available to assist the person in charge should there be an emergency.

(b)

The registered provider was present on arrival of the inspector to the service and remained on the premises for the duration of the inspection.

(2)(a)

Written references were available from past employers in respect of the registered provider and one other adult.

(b)

Not applicable as all references were from past employers.

(c)

The required Garda vetting disclosures were available in respect of the registered provider, the emergency contact person and two adults who live in the registered provider's home.

(d)

International Police vetting was not required as the registered provider and the emergency contact person had not lived outside the Jurisdiction for a period longer than six consecutive months as an adult.

(4)

The registered provider and the emergency contact person held a major award in Early Childhood Care and Education at Level 6 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.*

*(8) Without prejudice to paragraphs (2) to (7)-*

*(c) a registered provider of a sessional pre-school service shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.*

#### Compliance Information

(1)

There were nine children present on the day of inspection, being supervised by one adult. An adequate number of adults were working directly with the children attending the service.

(3)

The minimum adult to child ratio was maintained throughout the inspection.

(8)(c)

The registered provider operates a singlehanded service. A second person familiar with the operation of the service is able to provide assistance to the registered provider in operating the service, and is within close distance of the service, in the event of an emergency at all times.

### 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;*
- (g) the policies, procedures and statements the service is required to maintain in accordance with Regulation 10;*
- (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.*

*(3) A record referred to in paragraph (1) shall be open to inspection on the premises, and the documents and records referred to in paragraph (2)(a) shall be open to inspection whether on the premises or elsewhere, by an authorised person.*

### Compliance Information

(1)(a)-(k)

The registered provider was able to demonstrate that a record in writing was kept on the premises of the above listed documents in relation to the service.

(3)

The above list of documents referred to in paragraph (1) were available to inspection by an authorised person.

### 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 the morning snack for their child, and they enjoyed sandwiches, fruit, cheese, rice cakes and water to drink. These snacks were in line with the healthy eating policy of the service. The children were given plenty of time to eat their snacks and there was no pressure to finish their food in a given time period. The registered provider sat with the children on different occasions during snack time.

The children were encouraged to be self-caring with hand washing, feeding and toileting, as well as looking after their belongings, all with adequate supervision. The children enjoyed free movement within their room and in the outdoor play area.

#### **SUPPORTING RELATIONSHIPS AROUND CHILDREN**

The registered provider was observed to be gentle and kind with the children, using positive language to encourage them in their activities and creating a calm, happy child centred environment. Minor issues that occurred during the morning were dealt with in a positive way. There was one episode during the morning and the registered provider spoke with the child at their level, and explained why the child's behaviour was not appropriate and how could they find a resolution to the problem. The registered provider keeps in contact with parents through an online chat group and has an 'open door' policy, allowing parents access to the service whenever they need.

### PHYSICAL AND MATERIAL ENVIRONMENT

Low level table and chairs, suitable for small children were provided in the pre-school room and the outdoor area. Suitable materials and equipment, which included paints, play dough, crayons, books, jigsaws, dress up clothes and puzzles were available inside the pre-school room and balance bikes, play cars, slides, water play and blackboards were available in the outdoor area. The outdoor area was covered in synthetic grass. The room was well ventilated, and all windows could be opened. The main door to the garden area was left securely open to allow free movement of the children from the pre-school room and the outdoor area.

### 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 entrance door to the service was appropriately secured, on arrival of the inspector to the premises.
- The cleaning agents were stored within a designated area out of the reach of the children.
- The outdoor play area is to the rear of the premises. The entire outdoor area was walled in and gated to prevent a child gaining unsupervised access to a roadway or other source of danger.
- The outdoor area was suitable, safe and secure.

##### Infection Control:

- The pre-school room had access to a suitable sanitary area, with a toilet and a sink. There was warm running water, liquid soap, paper towels and pedal operated lidded bins, for the safe disposal of used hand towels.
- Hand sanitiser gel was available in the pre-school room and throughout the service.
- Hand washing by the registered provider and the children was observed before snack time, after using the toilet and following outdoor play.
- Child friendly signs were located within the room to encourage adults and children alike to effectively wash their hands.
- The cleaning schedule for the pre-school room was available and maintained.

## Part VI - Safety

### Regulation 24 - Checking in and out and record of attendance

*(1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.*

*(3) A registered provider shall ensure that-*

*(a) no person other than-*

*(i) pre-school child attending the service,*

*(ii) a person dropping or collecting such a child,*

*(iii) an employee, or*

*(iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and*

*(b) a daily record in writing is kept of the entry on the premises of any such person.*

*(4) A registered provider shall ensure that a record in writing referred to in paragraph (3)(b) is retained for a period of one year from the date to which it relates.*

### Compliance Information

(1)

The registered provider ensured that each child was signed in and signed out of the service each day.

(3)(a) (i)to(iv)

The registered provider ensured no person other than the above listed people can enter the premises.

(b)

A record in writing was kept of all persons who entered the premises.

(4)

The registered provider was able to demonstrate that the record in writing referred to in paragraph (3)(b) was kept for a period of one year from the date to which it relates.

### 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 was trained in FAR first aid and immediately available to the children.

(2)(a)

The first aid box for children was 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.

### 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 firefighting 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)

There was evidence that fire drills took place regularly on the premises. The last recorded fire drill took place on the 9<sup>th</sup> of June 2023.

(2)(c)

The documentation referred to in paragraph (1)(a)(b) was available for inspection by an authorised person.

(4)

A notice of procedures to be followed in the event of a fire were clearly displayed in the pre-school room.

## Non-Compliance Information

(1)(b)

There was no in date maintenance record of firefighting equipment and smoke alarms in the premises since May 2022.

## Corrective & Preventive Action submitted by the Registered Provider

### Corrective and Preventive Action

Both the fire extinguishers and the smoke alarms have been serviced and the registered provider has set a reminder to have them both serviced yearly.

### Supporting documentation submitted

Photographic evidence in the form of invoices for servicing of smoke alarms and fire extinguishers were submitted by the registered provider.

## Summary Comment

The non-compliance found on inspection in relation to Regulation 26 - Fire safety measures (1)(b) has now been addressed and will be reviewed on next inspection.