

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2020DY006
--------------------------	-------------

Name of Service:	Karaville Montessori
-------------------------	----------------------

Address of Service:	Ardilaun Court, Sybil Hill Road, Clontarf, Dublin 5, Co. Dublin
----------------------------	---

Eircode:	D05 YZX2
-----------------	----------

Name of Registered Provider:	Sara Kearney and Kate O Donohoe
-------------------------------------	---------------------------------

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

Date(s) of Inspection:	14/02/2024
-------------------------------	------------

No of pre-school children:	AM	24	PM	10
-----------------------------------	----	----	----	----

Address of the Early Years Inspectorate:	Early Years Inspectorate, Child and Family Agency, Unit 4&5 Nexus Building Block 6A, Blanchardstown Corporate Park, Dublin 15.
Inspection undertaken by:	E Hosford
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

Karaville Montessori is a private service which provides sessional, part time and full-time care and education to children aged from 2 yrs 6 months to 12 years. The service is registered to operate from 7am to 7pm Monday to Friday but is currently open from 8am to 6pm and participates in the Early Childhood Care and Education (ECCE) scheme.

The purpose-built service occupies a unit on the ground floor of a residential complex and has two care rooms, namely, the Meadows room and the Wildflower room. School age children are facilitated in the Meadows room in the afternoon. The children have access to an enclosed outdoor area to the rear of the premises.

Staffing

The service employs a total of nine staff to include two registered providers and seven childcare staff. There were six adults present on the day of inspection of whom four were working directly with the children in the two care rooms.

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

The unannounced inspection focused on an examination of compliance under The Child Care Act 1991 (Early Years Services) Regulations 2016.

Regulation 9 Management and recruitment (2)(a)(b)(c)(d),(4)

Regulation 11 Staffing Levels (1), (3),(8)(c),

Regulation 15 Record of pre-school child (1)(a)(b)(c)(d)(e)(f)(g)(h)(i),
Regulation 21 Equipment and Materials,
Regulation 23 Safeguarding Health, Safety and Welfare of child,
Regulation 25 First Aid (1)(a)(b) and
Regulation 26 Fire Safety Measures (1)(a)(b), (4).

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 providers, staff and children who were present on the day of the inspection.

Part III – Management and Staff

Regulation 9 – Management and recruitment

(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

The files of nine staff working in the service were reviewed.

(2)(a) The following references were available from a past employer:

- Two validated written references for three members of staff employed.
- One validated written reference for five members of staff employed.

(b) The following reference was available from a source other than a past employer:

- Two validated written references for one member of staff employed.
- One validated written reference for five members of staff employed.

(c) Garda vetting disclosures were available for the nine staff members.

(d) International police vetting was available from four countries in respect of three staff members who had resided outside of the jurisdiction for more than 6 months as an adult.

(4) Documentation was available to demonstrate that nine staff working in the service held 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.

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)(a) A registered provider of a pre-school 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) There were an adequate number of adults working directly with the children as there were 4 adults working with 24 children aged between 2 years 6 months -5 years of age in the morning and 2 adults working with 10 children in the afternoon.

(2) The correct adult / child ratio was maintained in the service throughout the inspection at all times. The adult child ratios were maintained as follows;

Meadows Room:

Two adults caring for 15 children aged between 2 years 6 months -5 years of age in the morning and 1 adult caring for 10 school age children in the afternoon.

Wildflower Room:

Two adults caring for 9 children aged between 2 years 6 months -5 years of age in the morning and 2 adults caring for 10 children aged between 2 years 6 months -5 years of age in the afternoon.

(8)(a) The registered provider ensured that two adults were present on the premises 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.

Compliance Information

- (1)
- (a) to (i) On review of the documentation relating to a sample of 10 children's files within the service, the required information and detail was available and complete.

Part V - Care of Child in Pre-school Service

Regulation 22 – Food and drink

A registered provider shall ensure that adequate and suitable, nutritious and varied food and drink is available for each pre-school child attending the pre-school service.

Compliance Information

- The service provided a breakfast of cereal and milk which was available to the children to access as required. Morning snack was provided by parents and was observed to contain fruit, crackers, sandwiches, cheese, and yogurts. A hot lunch time meal of potatoes with savoury mince was prepared by

a food company with a vegetarian option also available. Additional food was available at mealtimes to enable the children to have more if required. An afternoon snack of yogurts and a selection of fruit was available later in the day. Each care room had food such as crackers, cheese, yogurt, and fruit available should a child become hungry. Water was available throughout the day and at mealtimes.

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:

- External doors were monitored by staff to restrict unauthorised persons from gaining access to the premises. Access to the early years service was restricted to authorised persons by means of a controlled access system and this system also prevented children from leaving the area unsupervised. The outdoor areas were secured.
- All hazardous equipment and cleaning materials were stored out of reach of the children.

Infection Control:

- Warm water, liquid soap, paper towels and pedal operated bins were available at the wash hand basins used by the staff and children.
- The service was well maintained with cleaning schedules present in the care rooms and sanitary facilities.
- Children were assisted and supported to wash their hands before meals, after using the toilet and after outdoor play.

Non-Compliance Information

General Safety:

1. The record of attendance in one care room did not accurately reflect the children in the room, this reduced the effective evacuation of children in the event of an emergency. For example.
 - At 11:22am it was identified by staff following discussion with the inspector that a child who was absent on the day was incorrectly signed in as being present.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. In response to the non-compliance the service has stated that management held a meeting with each individual staff member, and relayed the importance of ensuring they are signing in the correct child. All staff members are asked to use a ruler to ensure the correct child is signed in. A new sign-in/sign-out sheet has been created, using one week per page, as current books have one month per page so there is less room for error.

Supporting documentation submitted

General Safety:

1. Photographic evidence of revised sign in sheet for children.

Summary Comment

The registered providers have addressed the non-compliance as identified.

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

(2)

(a) and (b) A first aid box was suitably equipped, accessible and available to the adults caring for the children attending the service.

Non-Compliance Information

(1)

A person trained in First Aid Responder (FAR) certification was not available to the children from 8 to 9am on the day of inspection. It is acknowledged that a staff member with paediatric first aid was on the premises during this time.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

(1)

In response to the non-compliance the service has stated that the roster was changed so that there will be a member of staff with FAR training as well as someone with Paediatric First Aid on-site for the hour of 8am to 9am. In addition, four staff have been enrolled to the First Aid Responder course on top of their Paediatric First Aid courses. This is to ensure that in the event someone is out there will be cover for the hour in the mornings and at all times throughout the day.

Supporting documentation submitted

(1)

Documentary evidence of the First Aid Responder course which will be completed on the 14 March 2024.

Summary Comment

The registered providers have addressed the non-compliance as identified.

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) The last recorded fire drill that took place in the service was on the 9 February 2024.
 - (b) The number, type and maintenance of the firefighting equipment and smoke alarms was present in the service. Fire extinguishers were serviced on the 20 September 2023 and smoke alarms were serviced on the 6 February 2024.
- (4) A notice of the fire procedures to be followed in the event of an emergency were clearly displayed in the main hallway of the service and the two care rooms.