

TUSLA REGULATORY INSPECTION REPORT

TUSLA Identifier: TU2015KE205

Name of Service: Celbridge Montessori School

Address of Service: The Slip Hall,
Castletown Gates,
Celbridge,
Co. Kildare,
W23 TD37

Email Address: 768management@gmail.com

Name of Registered Service Provider: Ms. Christina O’Riordan

Type of service registered: **Sessional** ☒

Date of Inspection:	2	1	1	0	2	0	2	0
Date of Regulatory Compliance Meeting	1	3	0	1	2	0	2	1

No of Pre-School Children present during Inspection: **AM** 27

Address of the Early Years Inspectorate: Early Years Inspectorate,
Child & Family Agency,
Suite 7
Vista Primary Care,
Ballymore Eustace Road,
Naas, Co. Kildare.

Inspection undertaken by: Ms. T Duignan
Title: Early Years Inspector

Areas which were the subject of this Inspection		
Governance	Health, Welfare and Development	Safety

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

8th November 2021

Part III, Article (8)(Child Care Act 1991 Early Years Regulations 2016 Child Care Act 1991 Early Years Regulations 2016 & Part IV, Article (23) Child Care Act 1991 Early Years Regulations 2016 Child Care Act 1991 Early Years Regulations 2016

The Registered Provider:

- must operate within the terms of their registration at all times which is a sessional service for children aged 2-6 years. No amendment to the type of service offered and age range of children catered for should occur without prior sanction of the Early Years Inspectorate
- must manage a risk assessment system outlining the process of risk identification, the staff roles and responsibilities, the controls/mitigation of identified risks in a timely manner. The risk assessments must be reviewed regularly and updated when required.
- complete the outstanding works in the outdoor area to ensure no unauthorised entry to the service.

These conditions are in place for 6 months

Description of Service	Celbridge Montessori School opened in 2015. The childcare service provides sessional education and care to pre-school children aged 2-6 years of age. The service operates from 08.45am – 12.15 hours Monday to Friday.
Staffing	There were five adults present on the day of inspection. Four were working directly with the children in two self-managing pods. The registered provider was supernumerary and provided additional support where needed as well as managing the oversight of the service.
Methodology	Tusla's Early Years Inspectorate is the independent statutory regulator of early year's 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. The findings on inspection are based on; • Information obtained through examination of documentation • Direct observation • Discussion with relevant staff This inspection was an announced inspection and focused on areas of Governance, Health, Welfare and Development and Safety of the Child. Inspections may also focus on other areas as required.

TUSLA REGULATORY INSPECTION REPORT

	The inspection process has been amended to minimise the amount of time that inspectors spend in the service and advance notice had been given to the service of the planned inspection. This minimised disruption to service provision while services focus on re-opening and familiarising staff and children with new ways of working. 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.
Additional Information:	1. The first draft of the inspection report was issued to the registered provider on 23rd November 2020. 2. The registered provider did not return the corrective action and preventive action response within the required 10 working days. 3. The registered provider was emailed on 8th December 2020 and asked to email the corrective action and preventive action response by 11th December 2020. 4. The registered provider emailed a CAPA (corrective action and preventive action) response on 9th December 2020. The response and documentary evidence provided by the registered provider did not address the non-compliances. 5. A regulatory compliance meeting was completed on 13th January 2021. The registered provider agreed at the meeting to submit a second corrective action and preventive action response which would address the non-compliances. 6. The registered provider has not submitted a second corrective action and preventive action response to address the outstanding non-compliances. 7. The draft inspection report was reissued to the registered provider on 14th April 2021 with an amendment in respect of regulation 8. 8. The CAPA (corrective action and preventive action) response was received on 28th April 2021. 9. Legislative requirement for maximum capacity of a single room sessional service issued to the service.
Acknowledgements	The inspector wishes to acknowledge the cooperation of the registered provider, staff and children who were present on the day of the inspection.

GOVERNANCE

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.
- (7) A registered provider shall ensure that all employees, unpaid workers and contractors are appropriately supervised and provided with appropriate information and where necessary training, including in relation to the following:
- (a) the policies, procedures and statements of the service specified in Schedule 5;

Compliance Information:

A sampling process was used to review the records. The record of four adults recruited since the last inspection were reviewed.

(2)

(a)(b) Two written and verified employer references were available in respect of four adults employed in the service whose records were reviewed.

(c) Garda vetting was available for four adults employed in the service whose records were reviewed.

(d) Police vetting was available for one adult who resided outside the State for a period longer than six consecutive months.

(7)(a) The registered provider of the service stated that the staff members are provided with information, induction and training with regard to the policies, procedures and statements of the service as specified in Schedule 5.

Part III - Management and Staff

Regulation 10 - Policies, Procedures etc. of Pre-school service

A registered provider of a pre-school service shall ensure that the written policies, procedures and statements specified in Schedule 5 are in place for the service.

Compliance Information:	The registered provider ensured that the required written policies procedures and statements specified in schedule 5 were in place in the service. The content of the following policies was reviewed and had been updated to meet Covid-19 requirements and obligations for a childcare setting: • Risk Management Policy • Infection Control Policy
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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) thereof at that reference number is satisfied.*

Compliance Information:	(1)(3) The registered provider ensured there was at all times an adequate number of adults working directly with the children attending the service to meet the wider requirements for Covid-19. The registered provider always ensured that there was a minimum ratio of adults to children specified in column (3) of Part 1 of Schedule 6 were maintained as outlined in Table 1:
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Table 1.

Room	Type of Service	Age Range in Years	Children Present	Adults Present	Minimum number of Adults required
Classroom 1	Sessional	3-6 years	19	3	2
Classroom 2	Sessional	3-6 years	8	2	1

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

Compliance Information:

Supporting relationships around child.

Children were observed to be happy, content and relaxed within the pre-school environments. The adults ensured children in their care were supported in all aspects of their physical, emotional and social wellbeing and demonstrated warmth and affection in all interactions with the children. They were very respectful towards the children in their care; positive body language and gentle voice tones were used.

The service has very good engagement with parents/guardians and has implemented procedures and supports to meet specific Covid-19 pandemic requirements. Prior to the children returning to the service, the registered provider ensured that Covid-19 relevant updates to the policies and procedures were given to the parents as part of the parent handbook information at enrolment.

The registered provider uses a closed group social media application to communicate with parents primarily. A bi-monthly newsletter, email and telephone are also used as alternative communication methods with the parents; face to face meetings can be arranged by appointment when necessary.

Physical and material environment.

The pre-school room environments were divided in to two distinct pods by a temporary partition. They were designed to create interesting spaces to prompt children to engage in self-directed and imaginative play consistent with the Montessori approach. The areas of learning were practical life, sensorial, language, mathematics and culture.

Tables were prepared with activities and the low-level shelving units in the pre-school rooms ensured that the materials and equipment were freely available to children. Child sized furniture and equipment was in use in all the rooms.

The children were provided with outdoor play daily in an outdoor space adjacent to the building. There was adequate space for the children to run freely and engage in playground games.

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 to the service was controlled by staff to prevent children from exiting the service unsupervised and to restrict unauthorised persons from gaining access to the pre-school.

The service met the necessary safety requirements in respect of the indoor environment, toys and equipment and safe storage of cleaning agents.

Infection control.

Prior to the reopening of the service, the adults had completed specific Covid-19 infection control training to ensure on-going adherence to current practices and to implement the supplementary specific infection control guidance relating to Covid-19.

The staff members were aware of the procedures to be followed in the event a staff member or child exhibiting symptoms of Covid-19. A separate area had been identified to accommodate a staff member or child who may present with any symptom of Covid-19 while attending the service. The registered provider ensured there was a system in place that assessed the adults and children wellness to attend the service daily.

The service used the preschool entrance as the designated drop off and pick up point for children.

The premises were observed to be maintained in a clean and hygienic condition. Steps were taken to prevent the spread of infection with the removal of any toys, equipment or materials that could not be effectively cleaned and using good environmental hygiene practices such as the supervision of the children's hand washing and respiratory hygiene. Children were supervised by an adult while handwashing to ensure that they washed their hands for at least 20 seconds. Hand sanitiser was used to complement hand washing throughout the morning.

Written cleaning schedules were maintained for the preschool room and outdoor environments with an increase in the frequency and extent of cleaning regimes. These included:

- High contact areas
- All toys and equipment
- Sanitary areas

Thermostatically controlled hot water, liquid hand soap and paper towels were readily available for hygienic hand washing and drying. Hand sanitising points were provided in the service, out of the reach of the preschool children.

Foot pedal operated bins were in place throughout the service to facilitate the hygienic disposal of used paper hand towel and tissues. Plastic aprons and gloves were available also.

Part VI - Safety

	Safe sleep. Comfortable rest areas were available in the service for any preschool child who wished to rest or take a break from activities.
Non-compliance Information:	General Safety. 1. The fencing in the external play area was not of an adequate height to prevent unauthorised access to the play area. This was a non-compliance at the inspections dated 15th December 2016 and 14th June 2018.
Corrective & Preventive Action submitted by the Registered Provider:	The registered provider stated that: CAPA response received 9th December 2020 <u>Corrective action</u> 1. We are relocating the play area shortly to the rear of the premises. In the meantime, the car part remains closed providing a 30 metre buffer zone. <u>Preventive action</u> 1. Alternative play area sought. <u>Evidence submitted.</u> No evidence submitted CAPA response received 28th April 2021 <u>Corrective action</u> 1. Previously covered on last CAPA. Due for completion before summer by Landlord. <u>Preventive action</u> 1. There was no preventive action response submitted. <u>Evidence submitted.</u> No evidence submitted
Summary Comment:	The written response submitted by the registered provider does not address the non-compliance as it is not supported by documentary / photographic evidence. The registered provider stated in email correspondence dated 11th April 2019 to the early years inspectorate following the inspection completed 14th June 2018 "that the fence increase has been agreed in principle and the works are expected to be carried out over the Easter break. Images will be forwarded to the Early Years Inspectorate once completed".

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
 (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) Records of fire drills carried out in the service were maintained. The last recorded fire drill took place on 19th October 2020. (b) There were a maintenance record available for the smoke alarm system in the premises dated 11th September 2020. (4) Notices of the procedures to be followed in the event of fire were displayed in the service.
Non-Compliance Information:	(1)(b) There were no maintenance records available the firefighting equipment in the premises. This was a non- compliance at the inspections dated 15th December 2016 and 14th June 2018.
Corrective & Preventive Action submitted by the Registered Provider:	The registered provider stated that: First CAPA response received 9th December 2020 <u>Corrective action</u> (1)(b) Fire system certificate obtained from premises owner and attached. <u>Preventive action</u> Requested for a copy to be sent on receipt annually. <u>Evidence submitted.</u> Maintenance record for fire alarm system Second CAPA response received on 14th April 2021 <u>Corrective action</u> (1)(b) Information submitted with previous CAPA. <u>Preventive action</u> There was no preventive action response submitted. <u>Evidence submitted.</u> No evidence submitted
Summary Comment:	The documentary evidence submitted was a maintenance record for the fire alarm system which was already reviewed on the day of the inspection and not a maintenance record for the firefighting equipment in the building. Regulatory compliance has not been achieved.

Part VII – Premises and space requirements

Regulation 29 – Premises

*A registered provider shall ensure that the premises of the service are—
(e) equipped with adequate and suitable sanitary facilities.*

Compliance Information:	(e) Three toilets and three wash hand basins are provided for children's use in the sanitary area. A designated staff toilet and wash hand basin facilities are available in the sanitary area also.
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Part III Registration and Register Additional Significant Risk Identified

Regulation 8 – Notification of change in circumstances

(1) A registered provider of a pre-school service other than a temporary pre-school service shall, subject to paragraph (3) notify the Agency in writing of any proposed change in the details in relation to the pre-school service contained in the register pursuant to section 58C (2) of the Act or Regulation 7(2) at least 60 days before it is proposed that the change would take effect.

Non-Compliance Information:	(1) The registered provider was operating outside the registration status for the service as the service is registered as a sessional service for a maximum number of 22 preschool children aged 2-6 years. On the day of the inspection it was observed that there were 27 preschool children attending the service.
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Corrective & Preventive Action submitted by the Registered Provider:	<u>Corrective action</u> No corrective action received. A representative on behalf of the registered provider stated in communication with the Head of Regulatory Enforcement that they disagreed with the legislative requirement of a maximum capacity of 22 children in a room of a sessional service for up to 3.5 hours.
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Summary Comment:	The responses submitted to the inspectorate have been reviewed and do not address the non-compliance.
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