

TUSLA REGULATORY INSPECTION REPORT



TUSLA Identifier:	TU2016KK001							
Name of Service:	Ballyhale Montessori School							
Address of Service:	Main Street Ballyhale Co. Kilkenny							
Email Address:	ballyhalemontessori@gmail.com							
Name of Registered Service Provider:	Brigid Whittle							
Type of service registered:	Full Day Care		☒					
Date(s) of Inspection:	2	1	0	9	2	0	2	0
No of Pre-School Children present during Inspection:	AM		22		PM		12	
Address of the Early Years Inspectorate:	Tusla Child and Family Agency Early Years Inspectorate The Health Centre Castlebridge Co. Wexford							
Inspection undertaken by :	E. Mc Garry							
Title:	Early Years Inspector							

Areas which were the subject of this Inspection

Governance	Health, Welfare and Development	Safety
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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



Child Care Act 1991 (Early Years Services) Regulations 2016 and Childcare Act 1991 (Early Years Services) (Amendment) Regulations 2016
REF: F09: Version 3: 14.08.2020

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Description of Service	This full day care service is located in a terraced house in the centre of Ballyhale village in county Kilkenny. The children attending are between 1 years and 6 years of age. The service does not provide a school aged service. The service is open from Monday to Friday between 8.00am and 6.00pm. The service also provides a sessional service for 38 weeks of the year. The premises is a detached two storey building which has recently been renovated to include the room on the first floor called "mighty shamrocks". The premises consists of two early years rooms, a sleep room beside the mini shamrocks room, toilets, a nappy changing area, and direct access to an outdoor play area situated to the rear of the property.
Staffing	There are six staff employed in the service including the registered provider who also works directly with the children. All staff employed in the service hold the minimum of level 5 and above on the National Qualifications Framework.
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. The findings on inspection are based on; • Information obtained through examination of documentation • Direct observation • Discussion with relevant staff This inspection was announced and focused on areas of Governance, Health, Welfare and Development of Child and Safety. Inspections may also focus on other areas as required. 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.
Acknowledgements	The inspector wishes to acknowledge the co-operation of the registered provider, person in charge, 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:	There were six employed in the service. Six staff files were examined on the day of inspection. Of these staff five were employed since the last inspection. All staff files were examined on the day of inspection. (2)(a) There were ten written and validated references from past employers. (b) There were two references available for two employees from reputable sources. (c) There was Garda vetting available on file for all six staff working in the service. (d) Not applicable as no staff member had lived in a state other than Ireland for a period of longer than six consecutive months. (7) Staff had been provided with appropriate information and training on the services policies and procedures including those policies revised to respond to Covid 19, specifically in relation to hand hygiene, revised cleaning schedules and infection control measures. (a) The policies procedures and statements of the service specified in schedule 5 were available on file in the service.
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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 written policies, procedures and statements specified in schedule 5 were in place for the service. The service provided the inspector with a risk management policy which provided the control risks required to reduce or eliminate the risk of Covid 19 contamination in the service. The infection control policy had been updated. The policy included infection control measures which had been implemented in the service in relation to the Covid 19 pandemic.
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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*
- (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.*

Compliance Information:	1) There was at all times an adequate number of staff working directly with the children attending the early years service. (2) During the morning session there were twenty two children being directly cared for by six staff. The registered provider remained on the premises and worked directly with the children on the day of inspection. During the afternoon at 12.30pm there were twelve children being directly cared for by six staff (3) There were at least two staff on the premises at all times.
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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 CHILDREN:

- The children from both early years' rooms were observed to avail of outdoor play on several occasions on the day of inspection. Staff were observed to take every opportunity to bring the children out to play as much as possible as one staff member said "they just love to be outside".
- Staff were observed to really engage well with the children in the outside area. Sitting them on their laps and going down the slide with them.
- Parents were given information on the services policies and procedures in the services hand book.
- The manager advised the inspector that the service was developing a new mobile phone group messaging service to share information with parents. There was also a group messaging service for the parents of children attending each specific early years room.
- At collection time the registered provider was observed giving relevant information to the parents on the progress of individual children.
- Episodes of behavior were observed to be handled very skillfully on the day of inspection. One child was observed to be upset, staff were observed to comfort the child using soft tones and distraction when it was appropriate to do so. The child was monitored closely and given extra attention as was required. Staff demonstrated they were aware of each child's background and likes and dislikes and family make up.

PHYSICAL AND MATERIAL ENVIRONMENT

- The outdoor area to the rear of the service was safe, suitable and secure. There was a climbing frame with a slide, swing and a tyre on a rope. There was an outdoor kitchen, ride on toys and lots of toys stored in plastic boxes for children to play with.
- All toys and play materials were observed to be of a good quality and suitable to the ages and stages of the children attending. Children under two had access to a wide range of stimulating and varied toys.

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:

The registered provider took the following measures to safeguard the health safety and welfare of the early years children attending the service:

GENERAL SAFETY:

- Emergency exits in the building were unobstructed.
- The kitchen area was inaccessible to children.
- Appropriate safe storage was provided for cleaning agents which were kept out of the reach of children.
- The outdoor area had a soft rubber matting surface throughout. The area was completely enclosed and was safe, suitable and secure.

INFECTION CONTROL:

- The manager had a system in place to confirm that staff who presented for work did not have symptoms of Covid 19. All staff were interviewed prior to starting work and a checklist completed and signed by the manager.
- The service was operating the pod system in as much as was practical. The manager acknowledged in the afternoon if there are a small number of children in the service the pods is mixed.
- The inspector spoke to staff regarding the procedures in place in the service regarding if a staff member or child was to become symptomatic with symptoms of Covid 19. Staff demonstrated they were knowledgeable of the action they needed to take in such an event occurring in the service.
- An isolation area has been identified in the service that is equipped with personal protective equipment should it be required.
- There was a plentiful supply of gloves and disposable aprons in the service.
- The service appeared to be clean. There were written cleaning schedules available and maintained outlining the increased cleaning of high contact areas.
- Staff when spoken to by the inspector outlined the cleaning regime in place for cleaning the toys and outdoor equipment used by the children.
- The service was well ventilated. Staff were observed to open the windows when the early years rooms were not in use allowing for the free movement of air in the service.
- Good hand washing practice was observed on the day of inspection. Children were observed being supervised washing their hands before snack time and at the sink in the outdoor area after messy play.
- Staff were observed using the hand sanitiser dispensers situated throughout the service.

Part VI - Safety

- Staff and children were observed following the correct etiquette for coughing and sneezing. Children were observed using tissues and binning them and washing their hands afterwards.
- Staff were observed to practice social distancing with each other. Parents were observed at collection time following the signs the service had in place to encourage social distancing when they were collecting their children.
- The service maintained an accurate daily record of attendance of staff and children.
- The registered provider advised the inspector that parents are not allowed enter the service as long as Covid 19 restrictions are in place.

SAFE SLEEP:

- The service had a safe sleep policy.
- All sleeping babies were monitored every ten minutes as per safe sleep guidelines. Their colour, position and breathing was noted and recorded.
- The sleep room had a mechanical ventilation system. The temperature of the sleep room was maintained within required limits of between 16°C and 20°C throughout the day of inspection.
- All cots in the sleep room were cleaned after use of each child and blankets and sheets used were laundered daily.

Non-Compliance Information:

GENERAL SAFETY:

1

There were two entrance doors to the service. Both doors opened directly onto the foot path on the main street in Ballyhale. At 10.40am the inspector noted that both doors were open to the street. One door led directly to the entrance hall in the service. The second door to the service opened directly into the “mini shamrocks” early years room. There was a stair gate in position across this open door.

The inspector alerted the manager at 10.50am regarding the fact and both doors were not secured. It was acknowledged by the inspector that supervision of the children was at all times attentive on the day of inspection. Both doors were immediately secured.

At 2.20pm a staff member returning to the service was observed to gain access directly to the service. The door was not secured. It was acknowledged that there were two staff members monitoring the door at this time.

INFECTION CONTROL:

2.

The bin for disposal of the hand towels in the outdoor area was not a foot pedal bin as was required for the safe disposal of used hand towels. It was acknowledged that foot pedal bins were available throughout the service on the day of inspection.

3.

The inspector acknowledged a fridge was provided in the “mighty shamrocks room” for the safe storage of the children’s food. However, it was observed that the fridge

Part VI - Safety

	was too small to store the sixteen lunches in the fridge in the morning. The fridge was over packed and did not allow space for the large quantity of food to be adequately refrigerated.
Corrective & Preventive Action submitted by the Registered Provider	<u>CORRECTIVE ACTION</u> 1. All staff working in the Mini Shamrocks room have been informed that the entrance door must always be securely closed and locked. 2. A foot pedal bin is now in use in the outdoor area. 3. Staff have been informed to store extra lunches in the larger fridge in the kitchen in the service. <u>PREVENTIVE ACTION</u> 1. Signs have been placed beside both entrance doors reminding staff to have the doors securely locked at all times. Ensuring doors are fully secured has been added to the services daily risk assessment. 2. Spare foot pedal bins have been purchased and are available for immediate use in the service to replace broken ones. 3. Staff will store extra lunches in the large fridge in the kitchen when fridge in The Mighty Shamrocks room becomes too full. <u>EVIDENCE SUBMITTED</u> 1. Photos of signs now displayed on both doors reminding staff to ensure they are closed and locked received by the inspector. 2. Photo received of new bin now in use in outdoor area.
Summary Comment:	The registered provider submitted a response that was satisfactory to meet the requirements of the regulation.