

# TUSLA REGULATORY INSPECTION REPORT



**TUSLA Identifier:** TU2015DR165

**Name of Service:** Ballybrack/Killiney Montessori

**Address of Service:** The Parish Centre  
St. Matthias Church  
Church Road  
Killiney

**Email Address:** ballybrackkillineymontessori@gmail.com

**Name of Registered Service Provider:** Eve Berea

**Type of service registered:** Full Day Care

**Date of Inspection:** 1 6 0 9 2 0 2 0

**No of Pre-School Children present during Inspection:** AM 49 PM 17

**Address of the Early Years Inspectorate:** Early Years Inspectorate  
Tusla Child and Family Agency  
Floor 2 Brunel building  
Heuston South Quarter  
Dublin 8

**Inspection undertaken by:** Ms S. Quigley  
**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** Not applicable

<b>Description of Service</b>	<p>Ballybrack/Killiney Montessori is a full day care service is located in an urban, residential area of Killiney, South County Dublin. A service is provided to children aged between two and six years and is open from Monday to Friday between 08:00 and 18:00 hours. The service is a located within the parish centre of St Matthias Church and comprises of three care rooms within the main building. A fourth care room was added to the service in September 2020 which is also located on the grounds on the parish in a purpose built, prefabricated building. The children have access to three different outdoor play areas on the premises with natural bark and concrete surfacing.</p>
<b>Staffing</b>	<p>The service employs thirteen staff members, including a cook and the registered provider who works directly in the service. There were thirteen adults present on the day of inspection, ten of whom were working directly with the children.</p>
<b>Methodology</b>	<p>Tusla’s Early Years Inspectorate (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.</p> <p>The findings on inspection are based on;</p> <ul style="list-style-type: none"> <li>• Information obtained through examination of documentation</li> <li>• Direct observation</li> <li>• Discussion with relevant staff</li> </ul> <p>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.</p>
<b>Additional Information</b>	<p>The registered provider made an application to increase the maximum number of children in attendance in the service from 55 to 77. The registered provider stated the increase would be facilitated with the addition of a new prefabricated, purpose built care room being added to the service. The proposed increase and the suitability of the new care room was assessed as part of the inspection process. The requirement has been met to accommodate 77 children at any one time based on a combination of children attending full day care and sessional services and subject to the floor space requirements being met for the ages of children in attendance.</p>

# TUSLA REGULATORY INSPECTION REPORT

## 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:

- (2) Documentation was reviewed in respect of eight staff members working in the service who were employed subsequent to the last date of inspection on the 9<sup>th</sup> May 2018. The following vetting documents and records which were furnished to the inspector in respect of the eight staff members met regulatory requirements:
- (a) Two references each from a past employer in respect of six adults and one reference each from a past employer in respect of two other adults.
  - (b) One reference each from a source other than a past employer in respect of two adults.
  - (c) Garda vetting disclosures from The National Vetting Bureau for the eight adults working in the service.
  - (d) Police vetting was available for two staff members who had lived outside the state for a period exceeding six months as an adult.
- (7)
- (a) The registered provider ensured that all employees were provided with appropriate training and information on the policies, procedures and statements specified in schedule 5 as evidenced by the following:
    - Staff adequately detailed policies and procedures in place in the service during discussions with the inspector, including policies and practices which were revised to respond to Covid-19.
    - Staff confirmed that the registered provider held a staff meeting in the service prior to reopening. Information was provided at this time on amendments to policies, procedures and statements that had been revised. A copy of all of the information discussed was also provided to the staff members.
    - The registered provider and staff members stated that all employees completed an online training course prior to the service reopening

## Part III - Management and Staff

### Regulation 9 - Management and Recruitment

which provided updated guidance on early years services reopening in light of the Covid-19 pandemic.

## 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 written policies, procedures and statements specified in schedule 5 were in place for the service. Policies, procedures and statements had been reviewed in light of the Covid-19 pandemic and were verified during discussions with staff working in the service and upon review of documentation.

## 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)  
An adequate number of adults were working directly with the pre-school children attending the service during the inspection.
- (2)  
The minimum ratio of adults to children was adhered to at all times during the inspection. There were forty-nine pre-school children attending the service being supervised by ten adults during the 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

Compliance Information:

#### SUPPORTING RELATIONSHIPS AROUND CHILDREN:

The registered provider stated they were aware of their roles and responsibilities in relation to supporting the children's health, wellbeing and development in the service. This was reflected in the practices observed by the inspector, as demonstrated by the following;

The routine and play experiences in the service were observed to be child-led, and children were visibly calm, content, and engaged in their play throughout the session. The adults were observed to have a supportive role in the children's learning and play, involving themselves only when invited by a child or to extend the child's learning through prompts. Adults used soft tones and respectful language during all interactions which reflected in the calm atmosphere of the service. Good communication was observed by the adults who listened, made good eye-contact and spoke individually with the children at all times during the inspection.

Staff working in the service stated that methods of communication with parents had been adjusted in light of Covid-19. Staff availed of opportunities to communicate with parents and guardians at regular intervals using an online messaging application to share news, updates and pictures of the children. Staff stated parents could use the application during the day to communicate with staff through messaging. The registered provider stated that parent and child had the opportunity to visit the service prior to children starting in September where they were provided with information about the service. Staff members stated that each parent was also provided with a settling in form where relevant information on their child could be communicated prior to them starting in the service.

#### PHYSICAL AND MATERIAL ENVIRONMENT:

Each classroom provided clearly defined areas of interest and the Montessori teaching curriculum including a practical life area, sensorial and math. Other areas of interest included home corners and construction areas. Each room was adequately resourced and set up with a variety of materials. Children were observed freely accessing each area, partaking in role play, books, and table top activities as desired. The materials were all observed to be easily accessible to the children at all times on low level shelving.

Pieces of the children's artwork were displayed around the service alongside birthday walls and family walls with photographs the children had taken in from home. The

## Part V - Care of Child in Pre-school Service

### Regulation 19 - Health, Welfare and Development of Child

	children had access to three different fully enclosed outdoor play areas with natural bark and concrete surfacing.
Non-Compliance Information:	<b>Physical and Material Environment:</b> (1)(a) The rest area provided in Class 2 in the service was not adequate and consisted of one child sized chair. The area did not enable the children to avail of rest periods or quiet time away from the group as required.
Corrective & Preventive Action submitted by the Registered Provider	<b><u>Corrective Action</u></b> The rest area has been enhanced with a soft mat.  <b><u>Preventative Action</u></b> The service will ensure that there is adequate rest area with a soft mat and a chair.
Summary Comment	Evidence was submitted and reviewed by the early years inspector and deemed to meet the regulatory requirement.



## 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 inspector observed the following on the day of inspection:

#### **GENERAL SAFETY:**

All cleaning products, alcohol-based hand sanitisers, hazardous materials and medications were stored safely out of reach of children. The toys and play equipment observed in use by the children on the day of inspection were safe and in good working order.

#### **INFECTION CONTROL:**

An infection control policy was in place to inform practice. The policy and associated procedures and practices had been amended to reflect the guidance issued to the sector regarding Covid-19 as evidenced by the following:

- Cleaning schedules were in place and maintained to ensure the service, equipment and materials are regularly cleaned, including frequent cleaning of high contact surfaces, toys and cleaning of garden equipment following each use.
- A system was in place for effective sterilization of mouthing toys.
- The children's hands were routinely washed at regular intervals including on arrival to the service, after using the toilet, following outdoor play and before meals. Liquid soap and paper towels were available to facilitate hand washing, and alcohol based hand sanitiser was available and in use at regular intervals throughout the inspection. Staff were observed to carry out consistent hand washing as appropriate.
- Adults working in the service stated that appropriate protocols and exclusion periods for adults and children presenting with symptoms of Covid-19 and other infectious illnesses were implemented in the service. This was evidenced by the updated infection control and risk management policy in place in the service.
- All of the care rooms were observed to be adequately ventilated on the day of inspection.
- Foot pedal operated bins were in place for the disposal of waste in all care rooms and sanitary areas.
- Measures to maintain distancing between parents, staff members and groups of children had been implemented in the service. Children attending each care room had staggered arrival and collection times and separate entrance doors, where they remained with one group of children in a designated play pod. The arrival courtyard leading to the entrances had designated standing points in place for parents to queue during drop and collection times and one allocated staff member for each floor greeted parents at their assigned entrance point.

## Part VI - Safety

	<p><b>SAFE SLEEP:</b> Staff stated that children attending on a full day care basis do not generally avail of sleep. However, staff were familiar with safe sleep guidelines and individual low level stackable beds were available for children to rest if required.</p>
<p>Non-Compliance Information:</p>	<p><b>Infection Control</b></p> <ol style="list-style-type: none"> <li>1. There was no hot water available in the hand wash sinks in use for Class 2 or Class 3 on the day of inspection to facilitate effective handwashing.</li> <li>2. Large rolls of paper towels were in use in the sanitary areas for children to dry their hands and were not adequately stored in a dispenser for use. Staff members were observed tearing pieces of towel for each child from the roll following handwashing which poses a potential risk of cross contamination. The roll of paper towel in use for Class 2 was stored on top of a box under the sink unit and was observed to be hanging down unravelled touching the floor in the bathroom area.</li> <li>3. The fabric on the children's chair in the rest area in Class two was visibly heavily soiled and in need of a deep clean.</li> </ol>
<p>Corrective &amp; Preventive Action submitted by the Registered Provider</p>	<p>The registered provider provided the following response:</p> <p><b>Corrective Action</b></p> <ol style="list-style-type: none"> <li>1. Hot water is now available in all bathrooms.</li> <li>2. Paper towels are now on holders in each bathroom.</li> <li>3. The chair cover in the cosy corner has been replaced.</li> </ol> <p><b>Preventative Action</b></p> <ol style="list-style-type: none"> <li>1. The dials on the water heaters will be checked daily in the morning checklist to ensure that they are working.</li> <li>2. Ensure that paper towel holders are used in future.</li> <li>3. Ensure that non-washable chair covers are not used in future.</li> </ol>
<p>Summary Comment</p>	<p>Evidence was submitted and reviewed by the early years inspector and deemed to meet the regulatory requirement.</p>

## Part VII – Premises and Space Requirements

### Regulation 29 – Premises

*A registered provider shall ensure that the premises of the service are—*

- (a) of sound and stable structure,*
- (b) safe and secure,*
- (c) kept adequately lit, heated and ventilated,*
- (d) cleaned, maintained and repaired, as required, and*
- (e) equipped with adequate and suitable sanitary facilities.*

#### Requirement met:

The requirement has been met.

(a) The proposed new care room accommodated within a prefabricated building has been purposely adapted for use as a preschool service and the provider confirmed that the premises is of sound and stable structure.

(b) There was one entrance door to the new classroom building which was appropriately safe and secure with turn lock mechanism. The new outdoor area was secured to prevent a child exiting the area unsupervised and prevent unauthorised access.

(c) The room benefited from an abundance of natural light via large windows around the care room. Ventilation was through openable windows in the care room and sanitary accommodation. There was an electrical infrared heating system in place and radiant heat panels were placed at an appropriate height on the walls, out of reach of children.

(d) Cleaning schedules were in place in the service. The premises and surrounding environment was clean and maintained as required.

(e) The new building was equipped with adequate and suitable sanitary facilities. There was one toilet and wash hand basin designated for use by staff working in the service. There were two toilets and two wash hand basins designated for use in the children’s sanitary areas. A wash hand basin was also available for use in the care room. Thermostatically controlled hot and cold water was available in this part of the service. There were no nappy changing facilities available in the new building as it is intended that all children attending the service will be toilet trained. However, the registered provider stated that a nappy changing unit was available within the main premises for use if required.

## Part VII – Premises and Space Requirements

### Regulation 30 – Minimum Space Requirements

- (1) Subject to paragraphs (2) to (6), a registered provider shall ensure that adequate clear floor space is available in the premises for the work, play and movement of children attending the pre-school service.
- (2) A registered provider of a full day care service or a part-time day care service shall ensure that the minimum amount of clear floor space specified in column (3) of Schedule 7 opposite a particular reference number specified in column (1) of that Schedule in respect of the age range of children specified in column (2) thereof at that reference number is available for each child in that age range attending the service.
- (3) A registered provider of a sessional pre-school service or a pre-school service in a drop-in centre shall ensure that a minimum of 1.818 square metres of clear floor space is available for each child attending the service.
- (4) Where a registered provider contemporaneously provides—
  - (a) a sessional pre-school service, and
  - (b) a full day care service or a part-time day care service, or both, the minimum clear floor space applicable for the duration of the sessional preschool service in respect of the children attending that service shall be the floor space specified in paragraph (3).
- (5) A registered provider of a temporary pre-school service shall ensure that a minimum of 2 square metres of clear floor space is available for each child attending the service.

#### Requirement met:

The requirement has been met.

- (1) An area of 42.86 square metres in the care room provided adequate floor space for the intended provision of sessional day care to a maximum of 22 children.
- (2) Not applicable.
- (3) The care room had adequate clear floor space for a service that provides sessional care for children aged 2 to six years.
- (4) There was adequate floor space to accommodate children whom attend a concurrent sessional service. The registered provider proposes to have a maximum of 22 children attending the care room on a sessional basis at any one time.
- (5) Not applicable.