

# TUSLA REGULATORY INSPECTION REPORT



**TUSLA Identifier:** TU2015LS043

**Name of Service:** Kilminchy School House

**Address of Service:** Dublin Road,  
Portlaoise,  
Co. Laois.

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

**Date Service Registered:** 3 0 0 6 2 0 1 6

**Name of Registered Service Provider:** Sonya Duggan

<b>Type of Service Registered:</b>	Full Day Care	<input checked="" type="checkbox"/>
	Part-Time	<input type="checkbox"/>

**Date(s) of Inspection:** 0 8 0 8 2 0 1 9

<b>No of Pre-School Children present during Inspection:</b>	AM	32	PM	32

**Address of the Early Years Inspectorate:** Tullamore Primary Care Centre, Church Avenue,  
Tullamore, Co. Offaly.

**Inspection undertaken by :** D. Molloy  
**Title:** Early Years Inspector

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

**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).

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<b>Registration Status</b> (completed by the Registration Office):	<b>Registered</b>
<b>Conditions If Applicable</b>	<b>N/A</b>
<b>Date of Registration</b>	<b>2<sup>nd</sup> October 2019</b>

<b>Description of Service</b>	Kilminchy School House is a full day care service located on this premises since 1999. The age range of the children is from 18 months to 5 years. The opening hours of the service are from 8am to 6pm. The service offers a full day care service, part time and sessional service. A school age service is also offered. Kilminchy School House is located on the Dublin Road in the town of Portlaoise, Co. Laois. It is a privately owned and operated service.
<b>Premises</b>	This early years service operates from a converted domestic dwelling which is used for the sole purpose of operating an early years service. The 2 storey stand alone premises is made up of entrance hall/cloakroom, montessori playgroup room, toddler room, advanced montessori room, kitchen, sanitary accommodation which offers 3 toilets and 2 wash hand basins and nappy changing provision (ground floor), 2 designated sleep rooms are provided, 1 play room, 1 sanitary accommodation and nappy changing facility, an office and a resource room (first floor). An additional storage area is provided on the second floor where children's access is restricted. A secure outdoor play area is provided which is divided into individual sections.
<b>Staffing</b>	The registered provider joined the inspection further to the person in charge commending the facilitation. All adults employed and working directly with the pre-school children have qualifications ranging from level 5 to level 9 Q.Q.I., National Qualifications Framework in Early Years.
<b>Methodology</b>	<p>The inspection was an unannounced Focused Inspection to assess compliance with the Childcare Act 1991 (Early Years Services) Regulations 2016 and Childcare Act 1991 (Early Years Services) (Amendment) Regulations 2016. The Inspection focused on regulations under two themes; Governance, and the Health, Welfare and Development of the Child.</p> <p>The findings on inspection are based on information obtained through examination of documentation, direct observation, and discussion with the registered provider and relevant staff. These are documented in the Inspection report which will be presented to the Registration Panel for a decision in relation to the service receiving continued registration. 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>12/08/2019</b>	Referral made to Fire Officer, Laois County Council in respect of sleeping facilities located on the first floor.
<b>Acknowledgements</b>	The inspector wishes to acknowledge the cooperation of the registered provider, person in charge, staff and acknowledges the children who were present on the day of the inspection.

## GOVERNANCE

### 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, and

(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.

(6) Paragraph (4) shall not apply before 1 September 2021 to a person who—

- (a) has signed a declaration on or before 30 June 2016 to the effect that he or she intends to retire from employment in a pre-school service before 1 September 2021, and
- (b) is in possession of a letter from the Minister confirming that paragraph (4) shall not apply to him or her before that date

(6A is inserted by S.I. No.632 of 2016 CHILD CARE ACT 1991 (EARLY YEARS SERVICES) (AMENDMENT) REGULATIONS 2016 which states; Regulation 9 of the Child Care Act 1991 (Early Years Services) Regulations (S.I. No. 221 of 2016) is amended - in paragraph (4), by the substitution of "paragraphs (5), (6) and (6A)" for "paragraphs (5) and (6)", and (b) by the insertion of the following paragraph after paragraph (6): "

(6A) Paragraph (4) shall not apply to an employee of a registered provider where - (a) the registered provider receives funding for the employment of the employee pursuant to a scheme funded by the Minister and known as the Access and Inclusion Model, and (b) the employment of the employee is for the purpose of providing support, pursuant to the scheme referred to in subparagraph (a), for a child attending the service to enable the child to participate in the programme known as the Early Childhood Care and Education (ECCE) funding Programme."

Compliance Information:

(1)(a) The registered provider ensured that the service had a designated person in charge and a named person who is able to deputise as required,

## Part III - Management and Staff

### Regulation 9 - Management and Recruitment

- (b) The registered provider ensured that 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) The registered provider ensured that each employee, unpaid worker and contractor was suitable and competent taking into consideration the nature of the needs of children, including by 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) Completed vetting had been received from the National Vetting Bureau of the Garda Síochána in respect of all staff.
- (d) Vetting from other police authorities was available as required in respect of staff as required.
- (4) The registered provider ensured 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.
- (6)(a), (b) Not applicable as no adult had signed a declaration on or before 30/06/2016 to the effect that they intended to retire from employment in pre-school services before 01/09/2021 or was in possession of a letter from the Minister confirming paragraph (4) shall not apply before that date.
- (6A) Not applicable.

## 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) *Without prejudice to paragraphs (2) to (7)—*  
*(a) a registered provider of a pre-school service 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 32 pre-school children in the service. A sufficient number of adults were working directly with the children attending the pre-school service throughout the opening hours.
- (3) At all times the minimum ratio of adults to children was adhered to.

## Part III - Management and Staff

### Regulation 11 - Staffing Levels

(8)(c) Not applicable.

## HEALTH WELFARE & DEVELOPMENT OF CHILD

### 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:

#### BASIC NEEDS

- Children's basic needs were taken care of. Children were encouraged to attend to their own personal hygiene including hand washing. Children's nappies were changed as required and nappy changing was carried out in line with good practice. It was noted that staff made nappy changing a positive experience with good communication and interaction with the children.
- A healthy eating policy was in place. Food was prepared on site each day. The main meal of the day was curried chicken, vegetables and rice. Children were offered choice and additional servings were available if they needed them.
- Children were facilitated to rest, relax or sleep as they needed. Freedom of movement and free flow within the rooms was encouraged and children moved in and outdoors under supervision as they wished.

#### SUPPORTING RELATIONSHIPS AROUND CHILDREN

- Staff remained unchanged and children could know who would be taking care of them each day in the service and could form attachment and relationships with their carers.
- Parents were afforded opportunity to discuss their children's care with staff through an open door policy. Written records were maintained in respect of children's daily experience in the service and these were shared in the service each evening. A parents notice board was in place which displayed items of interest for parents.
- Staff created a relaxed and friendly atmosphere in the service and worked well together. Staff were supported through ongoing supervision and regular team meetings.

#### PHYSICAL AND MATERIAL ENVIRONMENT

- All rooms were appropriately designed and planned to reflect the interest and development stages of the children. The service was stocked with good quality, well maintained toys and equipment which was maintained in a clean and hygienic.

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

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

- An extensive outdoor play experience was provided which was used daily. 3 distinct play areas were provided for children's use with a variety of surfaces and activities for children under supervision.
- The toddler room was bright and cheerfully decorated. A variety of suitable toys and equipment were accessible by the children at their own level. The room provided opportunity for children to creep, walk and explore their environment.