IPAS/IPPS

Independent Inspection Report

Centre:	**Montague Hotel**
Inspector:	**Emma Downey**
Date of Inspection:	**24/8/21**
Time of Arrival & Departure:	**1300 to 1500**

Part 1

General Information on Services

Independent Inspection Report

Centre: *Montague Hotel*

Date of Inspection: **24/8/21**

1. CENTRE DETAILS

Name and address of Centre	**The Montague, Emo, Portlaoise, Co. Laois**

Contractor	**Sean Lyons**
Manager	**Darren Cheshire**
Who deputises for manager in his/her absence?	**Give Job Title only** **Assistant Manager**

Telephone Number	**0578633036**

Current Contracted Capacity	**202**
Current Occupancy (today)	**182**
Current Centre Profile (e.g., singles, families etc.)	**Families, single males and females**

HSE Area	**Portlaoise**
Public Health Nurse	**Francis Keely**
DSP / CWO name	**John Redmond**
Environmental Health Officer name	**Niamh Healy**
Local Fire Officer Name	**James Duffy**
Local Fire Station	**Portlaoise**

Is the Centre certified by any Quality Management System (i.e. Q Mark, ISO)?:	Yes ☐	No ☒
If yes, please give details:		
What was the date of the last certification?		
Have you a copy of the Certification	Yes ☐	No ☐

2. Please provide a copy of the following

	Check List
Official Register	☒
Menu Cycle	☐ **N/A**
Staffing Lists as follows: **1.** Full list of staff employed at the centre (indicating Names, Titles, Roles, etc.,) **2.** Indicate who is on duty at time of inspection (today) **3.** a separate list of Designated Liaison Persons (child protection)	☒ ☒ ☒

3 GENERAL SECURITY & EMERGENCY DETAILS

Is 24 hour supervision provided? (Y/N)	Yes ☒ No ☐
Give details of roster hours	**0800 to 2000 and 2000 to 0800**
Is security provided by external company? (Y/N)	Yes ☐ No ☒
If yes, give name of company:	
Does the centre have CCTV? (Y/N)	Yes ☒ No ☐
Is a list of emergency numbers available in the Manager's office?	Yes ☒ No ☐
Does the list include the following numbers? (Y/N) Local Garda station 24 hr number Local hospital Local fire station Duty Social Work Team Out of hours GP Service RIA out of hours number	Yes ☒ No ☐ If no, give details:
Are first aid kits available? (Y/N)	Yes ☒ No ☐
Where and how many?	2 one in office and one in kitchen.
Who is responsible for first aid restocking?	*Job title **only** (not name) of person responsible:* ***Manager***
Is there a defibrillator in the centre? How many staff been trained to use it?	Yes ☐ No ☒

4 HEATING ARRANGEMENTS

What type of heating is used in the centre?	**Gas**
Do residents have control of the heating in their own bedroom?	Yes ☐ No ☒
If no, what arrangements are in place?	**Heating is on timer**
What are the heating 'ON' times?	**0700 to 0830, 2100 to 2200**

5 HOUSE RULES

Are residents provided with a copy of the House Rules on arrival?	Yes ☒ No ☐
How does centre management explain house rules to residents on arrival?	**Explained on arrival**

6 ARRANGEMENTS FOR RESIDENTS & VISITORS (keys / storage / toiletries)

Are residents issued with key for their bedroom?(Yes/No)	Yes ☒ No ☐
Are residents issued with key for main door? (Yes/No)	Yes ☐ No ☒
If no, give details	**Manned 24 hours**
Are there procedures to allow residents to receive visitors? (Give details)	**Visitors book sign in and access to certain area**
Outline visiting times :	**0900 to 2200**
In what areas are visitors allowed in the centre?	**Dining area and communal area**

Any other relevant information:	**no**
Is there a facility for storage of residents' valuables*? (Give details.) *(* Storage is at resident's own risk)*	**Storeroom available**
What toiletries are provided to residents on arrival?	**Soap, toothpaste, shampoo, shower gel and tissues**
What arrangements are in place to replenish these items?	**Weekly from onsite shop**

7 ARRANGEMENTS FOR MAINTENANCE

Does the centre have a written procedure in place for residents to report maintenance issues? (Yes/No)	Yes ☒ No ☐
Is there a maintenance day book? (Yes/No)	Yes ☒ No ☐
Describe the maintenance procedure at the centre: **Record book at reception for maintenance. Up to date, last entry 20/8/21**	

8 CHILD PROTECTION

Are measures in place to inform staff and visitors of RIA's Child Protection Policy? (Give details)	**Staff issued with policy at induction.**
Are visitors asked to sign a declaration agreeing to adhere to the child protection policy?	**Yes, at reception**
Where is declaration held?	**At reception**
Is there a sign in book for visitors? Where?	**Yes, at reception**
Are there notices on public display giving name and contact details of Designated Liaison Person? Where?	**Yes, at reception**
Have Designated Liaison Persons received HSE training?	**Yes**
Are notices prominently displayed regarding parental supervision of children? Where?	**Yes, at various places around centre**

9 FOOD SAFETY

Has a HACCP system been implemented? (Yes/No)	Yes ☒ No ☐
Have the premises been inspected by an Environmental Health Officer? (Yes/No)	Yes ☒ No ☐
Date of last visit:	**23/5/19**

10 NUTRITION / SCHOOL LUNCHES / BABY FORMULA (general arrangements)

Are residents consulted regarding menu / dietary requests? (Give details.)	**Yes, consulted on food in shop**
Provide details opposite: Which of the following are provided for school children's packed lunches: • Sandwich? What sandwich fillings are available: Cheese? Ham? Chicken? Tuna? Jam? Other? • Drinks? Juice? Water? • Yogurt? • Fruit? • Other	Residents make lunches for children.
Is infant formula kept out of public view?	**Yes in shop**
What arrangements are in place for distribution of infant formula?	**On Request from shop**

11 ARRANGEMENTS FOR REFRESHMENTS / MEALS OUTSIDE NORMAL MEAL TIMES

Are tea / coffee / drinking water / Snacks etc. available outside mealtimes?	Yes ☐ No ☒
What food/snacks are available after hours or when kitchen is closed?	**Own food from shop**
Where are the snacks located and how are they accessed?	**N/A**
Are meals available for residents who arrive late? (Give details.)	Yes ☐ No ☒ **Shop available**
Are meals available for new arrivals? (Give details)	**N/a**
Are packed lunches available for residents travelling to Dublin on official business? (Give details)	Yes ☐ No ☒
If the inspection takes place during Ramadan this section must be completed. What arrangements are in place to facilitate residents observing a fast during Ramadan?	**N/A**

12 FACILITIES FOR FEEDING BABIES

Are the following available?	Yes/No
Access to drinking water (for breastfeeding mothers / for preparation of infant formula)	Yes ☒ No ☐
Sterilisers	Yes ☒ No ☐
Kettles	Yes ☒ No ☐
Fridge (for bottles of EBM* / formula) **Expressed Breast Milk*	Yes ☒ No ☐
Bottle Warmer	Yes ☐ No ☒
Microwave	Yes ☒ No ☐
Are these facilities available 24 hours a day	Yes ☒ No ☐
Is there a dedicated room provided? Where?	Yes ☒ No ☐ **Doctors room available**

13 INDOOR FACILITIES

Are the following are available to residents?	Yes/No
Computers with Internet access	Yes ☒ No ☐
WIFI	Yes ☒ No ☐
DVD player	Yes ☒ No ☐
Computer Games	Yes ☐ No ☒
Snooker Table	Yes ☐ No ☒
Pool Table	Yes ☒ No ☐
Table Tennis Table	Yes ☒ No ☐
Board Games	Yes ☒ No ☐
Newspapers	Yes ☐ No ☒
Books	Yes ☐ No ☒
Toys / games for children	Yes ☒ No ☐
Other	
Give details of any other arrangement or other comments:	

14 TRANSPORT ARRANGEMENTS

Is there a bus service provided? (Yes/No):	Yes ☒ No ☐
Where does the service go to?	**Portlaoise**
What is the frequency of the service? *(List time table opposite)*	**0900, 1000, 1130, 1315, 1430, Schedule attached**

15 TV SYSTEM

Is there a specific TV system in place? (give details)	Yes ☒ No ☐ **Sky tv in communal room and Oak room**
An average, how many TV channels are provided to residents?	**Over 100**
Are residents allowed to erect satellite dishes?	**No**

16 LAUNDRY FACILITIES (General Arrangements)

Are Laundry facilities available in the centre? (Y/N)	Yes ☒ No ☐
If No, what service is provided?	
Who launders towels and bedlinen? (e.g., residents, staff, other, etc)	**Residents**
What procedures are in place for the exchange of towels and bed linen at the centre?	**From reception on request**
What procedures are in place for ironing boards and irons?	**In laundry**
How is washing powder / tablets supplied?	**On request from reception**
Are there specific arrangements for access to the laundry (give details):	**24/7**

17 CLEANING (General Arrangements)

Are there cleaning materials and equipment provided by management for residents?	Yes ☒ No ☐
What cleaning equipment is available to residents?	**Cleaning sprays, sponges, shower cleaner, bleach, window cleaner**
What is the procedure for residents to access vacuum cleaners, brushes & other cleaning equipment?	**At reception**
What arrangements are in place if rooms are not cleaned sufficiently by residents?	**Manager will discuss with residents and clean if necessary**

PART 2

Room by Room Inspection

Independent Inspection

Centre: *Montague*
Date of Inspection: *24/08/21*

Section A- Administration / Communal areas

17 Have you seen the following?

		Location of display
Up to date House Rules	☒	**Reception**
Complaint Forms	☒	**Reception**
Accident/ Incident procedure	☒	**Reception**

HSE Breastfeeding Posters (if applicable)	☒	**Reception**
Designated Liaison Person details (Child Protection)	☒	**Reception**
Supervision of children notice	☒	**Reception**
Gym Notices (Child Safety – if applicable)	☒	**At entrance to gym**
IOM Voluntary Return Posters	☒	**Reception**

18 Staff Awareness

Did you see the RIA Code of Practice*?	☒
Are all staff aware of RIA Code & House Rules?	☒
How are staff made aware of RIA Code & House Rules*?* **At induction and annually through RIA**	

**A Code of Practice for persons working in accommodation centres*

19 FIRE SAFETY

You should record the last 2 entries on the fire register for each of the following sections:

19a EMERGENCY LIGHTING INSPECTION SCHEDULE

Date	**Inspected By (Company Name / Position)**	**Comments**
30/8/20	Kevin Coleman Electrical	Check
22/8/21	**Night Porter**	OK
21/8/21	**Night Porter**	OK

19b FIRE ALARM & DETECTION SYSTEM INSPECTION SCHEDULE

Date	Inspected By (Company Name / Position)	OK	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
22/8/21	**Night Porter**	☒	**None**	**n/a**	
21/8/21	**Manager**	☒	**None**	**n/a**	
16/6/21	**Sharp Electrical**	☒	**None**	**n/a**	
16/6/21	**Sharp Electrical**	☒	**None**	**n/a**	

19c FIRE FIGHTING EQUIPMENT INSPECTION SCHEDULE

(Include all fire extinguishers, hose reels and fire blankets.)

Date	Inspected By (Company Name / Position)	OK	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
22/8/21	**Night Porter**	☒	**None**	**N/a**	
21/8/21	**Night Porter**	☒	**None**	**n/a**	
12/12/20	**Sharp**	☒	**None**	**n/a**	

19d FIRE EXIT DOORS / MEANS OF ESCAPE INSPECTION SCHEDULE

Date	Inspected By (Company Name / Position)	OK	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
22/8/21	**Night Porter**	☒	**None**	**N/a**	
21/8/21	**Night Porter**	☒	**None**	**n/a**	

19e FIRE DRILL PROCEDURE INSPECTION SCHEDULE

Date & Time	Numbers of staff involved in drill	No. of residents present / evacuated **	Evacuation Time	Comments
23/12/21 10.00	**2**	**106/106**	**20 min**	
9/5/21 11.00	**2**	**99/99**	**16min**	

*****Both numbers must be recorded.***

19f STAFF INSTRUCTION AND TRAINING (Fire Safety)

Job Description	Course	Instructor	Duration	Date
All Staff	**Fire Extinguisher Training**	**Internal**	**3 hrs**	**11/12/17**
All Staff	**Fire Extinguisher Training**	**A.L.E.R.T Fire Safety**	**3 hr**	**3/6/11**

19g FIRE ASSEMBLY POINTS

Where are the Fire Assembly Points located?	**To the front of building**
Are they marked?	**Yes**
Are staff aware of locations?	**Yes**
Comments:	

19h FIRE ALARM SYSTEM

Is there a fire alarm system in place?	**Yes**
Are there smoke alarms throughout the premises, inc bedrooms?	**Yes**
Are all smoke alarms linked back to a central control panel?	**Yes**

Are there designated 'Smoking' areas? *Include locations*	**Yes Huts to the front and rear.**
Comments:	

19i FIRE EXITS, EMERGENCY LIGHTING, SMOKE ALARMS, FIRE NOTICES

(in corridors & common areas)

Are fire exits clear from obstruction?	**Yes**
Are they unlocked?	**Yes**
Are fire exits clearly posted throughout the building?	**Yes**
Are all fire doors kept closed?	**Fire doors on automatic release**
Are fire evacuation instructions clearly displayed in the centre?	**Yes**
Are fire extinguishers clearly visible?	**Yes**
Is there emergency lighting system in place?	**Yes**
Comments:	

Administration Area:

Reception: Main Building

Is the area generally clean?	Yes ☒ No ☐
If no please give details:	
Visual Check: Have you noticed any issues requiring attention? ☒ *(e.g., fire exit signs, hazards, lighting, notices, décor, etc.)*	Yes ☐ No
If yes please detail:	

Reception: Play Area

Is the area generally clean?	Yes ☒ No ☐
If no please give details:	
Visual Check: Have you noticed any issues requiring attention? ☒ *(e.g., fire exit signs, hazards, lighting, notices, décor, etc.)*	Yes ☐ No
If yes please detail: **cold**	

Reception: Communal Area Ground Floor

Is the area generally clean?	Yes ☒ No ☐
If no please give details:	
Visual Check: Have you noticed any issues requiring attention? *(e.g., fire exit signs, hazards, lighting, notices, décor, etc.)*	Yes ☐ No ☒
If yes please detail: leak in ceiling adult room.	

Reception: Gym and Mosque Area

Is the area generally clean?	Yes ☒ No ☐
If no please give details:	
Visual Check: Have you noticed any issues requiring attention? *(e.g., fire exit signs, hazards, lighting, notices, décor, etc.)*	Yes ☐ No ☒
If yes please detail: **Fully refurbished**	

Reception: Managers Office

Is the area generally clean?	Yes ☒ No ☐
If no please give details:	
Visual Check: Have you noticed any issues requiring attention? *(e.g., fire exit signs, hazards, lighting, notices, décor, etc.)*	Yes ☐ No ☒
If yes please detail:	

Have you seen the following?

		Location of display
Up to date House Rules	☒	**Reception**
Complaint Forms	☒	**Reception**
Accident/ Incident procedure	☒	**Reception**

HSE Breastfeeding Posters (if applicable)	☒	**Reception**
Designated Liaison Person details (Child Protection)	☒	**Reception**
Supervision of children notice	☒	**Reception**
Gym Notices (Child Safety – if applicable)	☒	**On the way into gym**

IOM Voluntary Return Posters	☒	**Reception**
Anti Human-Trafficking Posters	☒	**Reception**
'NO to Violence & Harassment' Posters	☒	**Reception**

Social Room / Tea Station (State Location): In Canteen

What facilities are provided? N/A Kitchen available to residents
Is the area generally clean? Yes ☒ No ☐
If no please give details:
Visual Check: Have you noticed any issues requiring attention? Yes ☐ No ☒
If yes please detail:

Pre-school Room: N/A

Is the area generally clean? Yes
If no please give details:
Visual Check: Have you noticed any issues requiring attention? Yes ☐ No ☒ *(observe whether the area is colourful, has sufficient toys, changing areas, toilets in working order, etc)*
Other comments:

Clinic Area: N/A

Is the area generally clean? Yes
If no please give details:
Visual Check: Have you noticed any issues requiring attention? Yes ☐ No ☒ *(observe whether the area is colourful, has sufficient toys, changing areas, toilets in working order, etc)*
Other comments:

DINING AREA:

Please outline the meal times: N/A

	From	To
Breakfast		
Lunch		
Dinner		

Which is the main meal of the day:	Lunch ☐	Dinner ☐
Is menu cycle available?	Yes ☐	No ☐

If no, give details of all menu options on day of inspection:

Breakfast	
Lunch	
Dinner	

Is menu cycle on display?		Yes ☐	No ☐	
Does menu cycle correspond with options available?		Yes ☐	No ☐	
If no, ask manager for explanation and provide details: **Easter week deliveries**				
Which meal was sampled?	Breakfast ☐	Lunch ☐	Dinner ☐	
Please describe the meal in detail (e.g. was it hot / cold, bland / spicy etc.)				
Was there a vegetarian option? (note salad and vegetables <u>alone</u> are not considered as vegetarian option)	Yes ☐	No ☐		
Give details of this option:				
Were there ethnic dishes available?	Yes ☐	No ☐		
Give details of this option:				
Was fresh foods available for Infants? (as per HSE Infant Feeding Guidelines)	Yes ☐	No ☐		
In your opinion, does the food on offer appear to provide a good variety?	Yes ☐	No ☐		
Did inspection take place during Ramadan?	Yes ☐	No ☐		
If yes, please outline arrangements for provision of meals outside of normal mealtimes, *(medical or other appointments, etc.)*:				
Is there any damaged seating or tables in dining room?	Yes ☐	No ☐		
Is there enough seating for residents present to sit down and eat their lunch?	Yes ☐	No ☐		
Comments:				

KITCHEN AREA: Food Safety Critical Requirements

FOOD SAFETY

Has the premises been inspected by an Environmental Health Officer?	Yes
Date of Visit?	9/10/17
Comments: Sent previously	

Has a HACCP system been implemented?	**Yes for shop**
Who designed the HACCP system?	**Manager**
Who is responsible for reviewing the system?	**Manager**
How frequently is the system reviewed?	**Annually**

HACCP Records:

Pest Control: In place, last visit 16/8/21 no issues
Induction and Ongoing Staff Training: Up to date records of training
Time & Temperature Records: Thermometer calibrated and records in place for cooking, chilling, storing and holding Temperature records all up to date for deliveries viewed records for the 10/8/21 ok
Hygiene Audits: In place
List of Approved Suppliers: At delivery door
Cleaning Schedules: Cleaning records up to present date
Procedures for accepting deliveries: goods inwards records up to date
General Comments:

HACCP and Kitchen Evaluation

General:

Is the kitchen commercial or domestic?	Commercial
What equipment is in place? Fridges, cookers, freezers,	
In what condition is the equipment? Good condition	
Comments:	

STRUCTURAL HYGIENE

Kitchen:

Is the refuse area suitably located?	Yes
Is the area tidy?	Yes
Are all bins covered?	Yes
Are signs displayed at all entrances in relation to access to kitchen for non kitchen staff?	N/A residents use kitchen now
Are white coats, shoe covers and hats available for non kitchen staff?	Aprons for residents and chef supervises
Comment of the structural hygiene of the kitchen (i.e floors/walls/ceilings/doors/windows/work surfaces/ventilation, etc) Kitchen in good condition	
Are suitable hand washing and drying facilities provided?	**Yes**
General Comments:	

Dry Goods:

Suitably equipped*? Shelving/containers etc*	**Residents have own food storage**
Condition and suitability of facilities: Equipment is suitable and in good condition	
What evidence is there of stock rotation?	**Viewed food in shop and all dates ok**

Refrigerated Storage:

What type of refrigerated storage is provided?	**Fridges and freezers**
Comment on the condition and suitability of the refrigerated storage:	
Are thermostats provided and in working order?	**Yes**
Are food items date stamped?	**Yes in shop**
Are samples of dishes being kept?	**NO**

Other:

Is there appropriate storage for cleaning agents and chemicals?	**Yes**

OPERERATIONAL HYGIENE

Do residents use the main kitchen?	**Yes**
Is that use supervised to ensure safe & hygienic practices are observed?	**Yes by chef**
By whom is it supervised?	**Chef**

Is the correct equipment provided? *e.g. colour coded chopping boards*
Yes

Is the necessary holding equipment provided? *e.g. bain maries, refridgerated units.*
N/A

Condition and suitability of serving equipment and utensils:
N/A

What procedures are in place for unused/unserved food at the end of service?
N/A

Comments:

STAFF FACILITIES AND HYGIENE

Are designated staff facilities provided?	Staff use disabled toilet as designated toilet
What facilities are in place?	Changing area.

Are all areas clean and well maintained?	Yes
Are suitable hand washing & drying facilities provided?	Yes
Is storage provided for personal belongings?	Yes
Are showers provided? *Indicate cleanliness & suitability*	no

Is a designated area provided for staff breaks*? If yes, is it clean/suitable/well maintained.* *If no, outline arrangements for breaks*	No designated area, staff use canteen area

Are uniforms provided for:	
Kitchen Staff?	Yes
Serving Staff?	n/a

Are uniforms clean and in good condition? *(to include caps/hairnets/closed heel/toe shoes etc)*	Yes
Is personal grooming satisfactory?	Yes
Are safe habits practiced?	Yes
General Comments on staff facilities:	

23 PUBLIC TOILET (State Location): Ground Floor

	Number	Soap	Toilet Paper	Hand Towels / Dryers	Hot Water	Sanitary Bins
Wheelchair/staff:	**1**	☒	☒	☒	☒	☒
Ladies:	**3**	☒	☒	☒	☒	☒
Gents:	**3**	☒	☒	☒	☒	
Is there a cleaning schedule displayed? Record the last time entry. 21/12/20					Yes ☒	No ☐
Is the area clean? (provide comment) Area is clean						
Are all facilities working?					Yes ☒	No * ☐
Visual Check: Have you noticed any issues requiring attention?					Yes* ☐	No ☒
If No, give details:						

24 COMMUNAL ROOM Ground floor

Storage area:

Is the walkway through the area clear? Yes ☒ No ☐
Are the exit signs clearly marked? Yes ☒ No ☐

General Seating Area
Is the seating in good condition? Yes ☒ No ☐
What is the area generally used for? Meeting visitors, watching television

Computer room: Oak Room
Is the area generally clean? Yes ☒ No ☐
Visual Check: Have you noticed any issues requiring attention? Yes ☐ No ☒
If yes please detail:

Any other comments? If yes please detail:

OUTDOOR GROUNDS / FACILITIES

Please rate the following:

	Very Good	Adequate	Poor*	Needs urgent attention*
Condition of exterior of centre	☒	☐	☐	☐
Paintwork of the centre	☒	☐	☐	☐
Maintenance standard of the grounds (e.g. grass cut, walkways clear etc.)	☒	☐	☐	☐
Cleanliness of the grounds (ie., evidence of rubbish etc.)	☒	☐	☐	☐
Where you have rated * please provide details and comments:				
Are there any facilities available for children outdoors? Yes ☒ No ☐				
Comments Outdoor play area.				

LAUNDRY ROOM

	Washing Machines	Dryers
Number	**7**	**7**
Do they appear to be in working order? **Yes** Comments:		

CORRIDOR Ground Floor main building

Is the area generally clean?	Yes	☒	No	☐
If no please give details:				
Visual Check: Have you noticed any issues requiring attention?	Yes	☒	No	☐
If yes please detail:				

CORRIDOR First floor main building

Is the area generally clean?	Yes	☒	No	☐
If no please give details:				
Visual Check: Have you noticed any issues requiring attention?	Yes	☒	No	☐
If yes please detail:				

CORRIDOR The bungalow

Is the area generally clean?	Yes	☒	No	☐
If no please give details:				
Visual Check: Have you noticed any issues requiring attention?	Yes	☒	No	☐
If yes please detail: **+**				

CORRIDOR Two story out building

Is the area generally clean?	Yes	☒	No	☐
If no please give details:				
Visual Check: Have you noticed any issues requiring attention?	Yes	☒	No	☐
If yes please detail: **+**				

STAIRWAY To first floor main building

Is the area generally clean?	Yes	☒	No	☐
If no please give details:				
Visual Check: Have you noticed any issues requiring attention?	Yes	☐	No	☒
If yes please detail:				

STAIRWAY To first floor two story out building

Is the area generally clean?	Yes	☒	No	☐
If no please give details:				
Visual Check: Have you noticed any issues requiring attention?	Yes	☒	No	☐
If yes please detail: **+**				

Bedrooms:

CLEANING (General Arrangements)

How often are bedrooms inspected?	twice weekly ☐ Monthly ☐
Who cleans the bedrooms?	Staff ☐ Residents ☒
How often do staff clean the bedrooms?	Weekly ☐ fortnightly ☐ Monthly ☐ Other ☒ If required
Are there cleaning materials and equipment provided by management for residents?	Yes ☒ No ☐
What cleaning equipment is available to residents?	Cloths, Sprays, sponges, shake and vac, brushes, hoovers ,toilet cleaner, window cleaner from shop
What arrangements are in place if rooms are not cleaned sufficiently by residents?	Staff will clean

The bungalow

ROOM NUMBER 1				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**2**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☐ No * ☒
If *, please give details:	

ROOM NUMBER 2				
Room Profile:		Room Capacity:		Room Occupancy:
shared		**2**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒ No * ☐
If *, please give details:	

ROOM NUMBER 3				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**2**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☒	☐	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 4				
Room Profile:		Room Capacity:		Room Occupancy:
shared		**2**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 5				
Room Profile:		Room Capacity:		Room Occupancy:
family		**2**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 6				
Room Profile:		Room Capacity:		Room Occupancy:
shared		**2**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☐

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 7					
Room Profile:			Room Capacity:		Room Occupancy:
shared			**2**		**2**
TV	Ensuite	Shared Bathroom		Smoke Alarm	Fire Notice
☒	☒	☐		☒	☒
	Very Good	Adequate	Poor *	Needs urgent attention *	
Cleanliness	☒	☐	☐	☐	
Is everything in working order?			Yes ☒	No * ☐	
If *, please give details:					

ROOM NUMBER 8					
Room Profile:			Room Capacity:		Room Occupancy:
Shared			**2**		**2**
TV	Ensuite	Shared Bathroom		Smoke Alarm	Fire Notice
☒	☒	☐		☒	☒
	Very Good	Adequate	Poor *	Needs urgent attention *	
Cleanliness	☐	☒	☐	☐	
Is everything in working order?			Yes ☒	No * ☐	
If *, please give details:					

Annex Next to Bungalow

Toilet and Showers Ground Floor

	Number	Soap	Toilet Paper	Hand Towels / Dryers	Hot Water	Sanitary Bins
Unisex:	**2 toilets/2 showers**	☒	☒	☒	☐	☒
Is there a cleaning schedule displayed? Record the last time entry.				Yes ☐	No ☒	
Is the area clean? (provide comment) yes						
Are all facilities working?				Yes ☒	No *☐	
Visual Check: Have you noticed any issues requiring attention?				Yes*☐	No ☒	
If No, give details:						

Toilet and Showers First Floor

	Number	Soap	Toilet Paper	Hand Towels / Dryers	Hot Water	Sanitary Bins
Unisex:	**3 toilets/3 showers**	☒	☒	☒	☐	☒

Is there a cleaning schedule displayed? Record the last time entry.	Yes ☐ No ☒
Is the area clean? (provide comment) yes	
Are all facilities working?	Yes ☐ No *☒
Visual Check: Have you noticed any issues requiring attention?	Yes*☒ No ☐
If No, give details:	

Social Room / Tea Station (State Location): Ground Floor Annex

What facilities are provided? Tea, coffee, biscuits, bread, spreads
Is the area generally clean? Yes ☐ No ☒
If no please give details:
Visual Check: Have you noticed any issues requiring attention? Yes ☒ No ☐
If yes please detail:

ROOM NUMBER 9				
Room Profile:		Room Capacity:		Room Occupancy:
shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☒	☐	☐	☐

Is everything in working order?	Yes ☒ No * ☐
If *, please give details:	

ROOM NUMBER 10				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**4**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒ No * ☐
If *, please give details:	

ROOM NUMBER 11				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**2**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 12				
Room Profile:		Room Capacity:		Room Occupancy:
shared		**2**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☐

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 14				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**2**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☒	☐	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 15				
Room Profile:		Room Capacity:		Room Occupancy:
shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 16				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 17				
Room Profile:		Room Capacity:		Room Occupancy:
family		**2**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details: **- Smoke alarm covered and hotplate in room**		

Main Building

ROOM NUMBER 101				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details: **Cluttered**

ROOM NUMBER 102				
Room Profile:		Room Capacity:		Room Occupancy:
family		**2**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details: **f**

ROOM NUMBER 103				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**4**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 104				
Room Profile:		Room Capacity:		Room Occupancy:
family		**2**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 105				
Room Profile:		Room Capacity:		Room Occupancy:
family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☒	☐	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 106				
Room Profile:		Room Capacity:		Room Occupancy:
Singles		**2**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☐

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 107				
Room Profile:		Room Capacity:		Room Occupancy:
		3		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 108				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**2**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 109				
Room Profile:		Room Capacity:		Room Occupancy:
family		**3**		**3**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 110				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**3**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☐	☒	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 111				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**2**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 112				
Room Profile:		Room Capacity:		Room Occupancy:
family		**3**		**4**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☐

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 114				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 115				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 116				
Room Profile:		Room Capacity:		Room Occupancy:
family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☒	☐	☐	☐

Is everything in working order? Yes ☐ No * ☒

If *, please give details:

ROOM NUMBER 117				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☐	☒	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 118				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**2**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☒	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details: -

ROOM NUMBER 119				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**3**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 120				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**4**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 121				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 122				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details: **Grout needs attention in bathroom**		

ROOM NUMBER 123				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 124				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 125				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 126				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**2**		**0**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 127				
Room Profile:		Room Capacity:		Room Occupancy:
Single		**3**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 128				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 129				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 130				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 131				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 132				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 133				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**4**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 134				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 135				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 136				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**3**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 137				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 138				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details: **paint peeling in bathroom**		

ROOM NUMBER 201				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 202				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**3**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 203				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 204				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 205				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details: light broken

ROOM NUMBER 206				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details:

ROOM NUMBER 207				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order? Yes ☒ No * ☐

If *, please give details: **s**

ROOM NUMBER 208				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 209				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 210				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 211				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 212				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 214				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**0**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☒	☐	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 215				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 216				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☒	☐	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details: very good		

ROOM NUMBER 217				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 218				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**3**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☐	No * ☒
If *, please give details:		

ROOM NUMBER 219				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☐	No * ☒
If *, please give details:		

ROOM NUMBER 220				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 221				
Room Profile:		Room Capacity:		Room Occupancy:
		3		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒
Cleanliness	Very Good	Adequate	Poor *	Needs urgent attention *
	☐	☒	☐	☐
Is everything in working order?		Yes ☒	No * ☐	
If *, please give details:				

ROOM NUMBER 222				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒
Cleanliness	Very Good	Adequate	Poor *	Needs urgent attention *
	☐	☒	☐	☐
Is everything in working order?		Yes ☒	No ☐ *	
If *, please give details:				

ROOM NUMBER 223				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒
Cleanliness	Very Good	Adequate	Poor *	Needs urgent attention *
	☒	☐	☐	☐
Is everything in working order?		Yes ☒	No * ☐	
If *, please give details: **very good**				

ROOM NUMBER 224				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒
Cleanliness	Very Good	Adequate	Poor *	Needs urgent attention *
	☒	☐	☐	☐
Is everything in working order?		Yes ☒	No * ☐	
If *, please give details: **very good**				

ROOM NUMBER 225				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☒	☐	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details: **very good**		

ROOM NUMBER 226				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☐	No * ☒
If *, please give details:		

ROOM NUMBER 227				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 228				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 229				
Room Profile:		Room Capacity:		Room Occupancy:
Single		**2**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 230				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**0**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☒	☐	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 231				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 232				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☐

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 233				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☐

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☒	☐	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 234				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☐

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 235				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 236				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**1**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☐

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 237				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 238				
Room Profile:		Room Capacity:		Room Occupancy:
Shared		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 239				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**3**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☐	☒	☐

Is everything in working order?	Yes ☐	No * ☒
If *, please give details: **cooker in room, smoke detector covered, light over mirror broken.**		

ROOM NUMBER 240				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**2**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☐

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 241				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**3**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☒	☐	☐	☐

Is everything in working order?	Yes ☒	No * ☐
If *, please give details:		

ROOM NUMBER 242				
Room Profile:		Room Capacity:		Room Occupancy:
Family		**3**		**3**
TV	Ensuite	Shared Bathroom	Smoke Alarm	Fire Notice
☒	☒	☐	☒	☒

	Very Good	Adequate	Poor *	Needs urgent attention *
Cleanliness	☐	☒	☐	☐

Is everything in working order?	Yes ☐	No * ☒
If *, please give details: **window restricted, door broken**		

General Representations

If you were approached by any residents regarding general issues while in the centre please outline the details below:

If you were approached by any members of staff regarding general issues while in the centre please outline the details below:

If you were approached by any other persons regarding general issues while in the centre please outline the details below:

Please ensure that no personal information or information that could lead to the identification of an individual is recorded in this section.

Personal representations should be recorded in Part 3.

Personal Representations

If you were approached by any residents regarding personal issues while in the centre please outline the details below:

If you were approached by any members of staff regarding personal issues while in the centre please outline the details below:

If you were approached by any other persons regarding personal issues while in the centre please outline the details below:

Summary Sheet

Name of Centre:	Montague
Address:	Emo Co.Laois
Proprietor :	Sean Lyons
Manager:	Darren Cheshire
Contact Name:	Darren Chesire
Capacity Per MOA (Current Occupancy):	202 (182)
Date of Inspection:	24/8/21

Fire Safety:
Hot plate in room 17 and smoke detector covered
Cooker in room 239 and smoke detector covered

Food Safety:
No issues

Bedrooms:
Room 101 very cluttered
Room 138 paint in bathroom peeling
Room 205 light broken in room
Room 242 window restrictor and door broken

Other issues:

The Montague, Emo, Portlaoise, Co. Laois

Ph 057-8633019 Fax 057-8633036

Ms Amanda Grace
International Protection Procurement Services
Dept. of Children, Equality, Disability, Integration & Youth
2nd Floor Montague Court, 7-11 Montague Street, Dublin 2

13th October 2021

Re: Inspection at the Montague Hotel on the 24th August 2021

I refer to your email dated 5th of October 2021 and reply as follows

Fire Safety

- Room 17: Smoke Detector uncovered, and Hot Plate removed on day of inspection, resident issued with warning.
- Room 239: Smoke Detector uncovered, and Cooker removed on day of inspection, resident issued with warning.

Food Safety

No issues note thank you

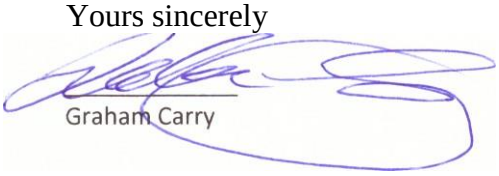
Bedroom Issues

- Room 101: We have asked resident to declutter the room, residents have papers and hopefully will find new accommodation soon
- Room 138: Bathroom repainted
- Room 205: Light in Bedroom replaced
- Room 242: Window restrictor replaced, door repaired

Other Issues

No issues note thank you

I hope the above is to your satisfaction, please contact me if you have any queries
Yours sincerely



Graham Carry