

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015CC378
--------------------------	-------------

Name of Service:	Glentrasna Community Pre-School
-------------------------	---------------------------------

Address of Service:	1 Glentrasna Drive, The Glen, Co Cork
----------------------------	---------------------------------------

Eircode:	T23 K002
-----------------	----------

Name of Registered Provider:	Niamh Sheridan
-------------------------------------	----------------

Service type:	Sessional
----------------------	-----------

Date of Inspection:	11/06/2026
----------------------------	------------

No of pre-school children:	AM	11	PM	N/A
-----------------------------------	----	----	----	-----

Address of the Early Years Inspectorate:	Tusla Early Years Inspectorate, 13 Market Square, Mallow, Co Cork, P51 DD5Y
Inspection undertaken by:	N O'Donoghue
Title:	Early Years Inspector

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).

Early Years Inspectorate Regulatory Report

Pre School

Description of service

Glentrasna Community Pre-School is a registered community operated early years service. The service is registered to cater for children from 2 to 6 years. The service offers a morning sessional service to the children attending the Early Childhood Care and Education (ECCE) scheme. The current opening hours are from 8.45am to 11.45am each day Monday to Friday.

Glentrasna Community Pre-School operates from the ground floor of a three-storey building. The premises consists of one main care room, adequate adult and children's toilets and nappy changing facilities, a reception room, an office, a laundry room and a child support/meeting room. A partially covered, outdoor play area is located at the rear of the building. The registered provider operates multiple services.

Staffing

There were 12 adults attached to the service on day of inspection. This included the registered provider who is not service based, person in charge, deputy person in charge, service manager, human resources administrator, three early years assistants, family support worker, youth coordinator, community employment worker and one student on work placement.

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. Inspections of early years services are planned based on the following:

- Previous inspection history
- Any information received in relation to the service

The findings on inspection are based on:

- Information obtained through examination of documentation
- Direct observation
- Discussion with relevant staff

This inspection was unannounced and focused on the area of governance/ health, welfare and development of child/ safety. The inspection may also focus on other areas as required.

Early Years Inspectorate Regulatory Report

Pre School

Inspection findings are documented in the inspection report which is first issued in draft format to the service with an opportunity to respond to any findings. Where statutory requirements are identified as not being met, the registered provider must demonstrate how they have rectified the non-compliance and will prevent any non-compliance from re occurring. The Corrective Action and Preventive Action plan (CAPA) will be used to inform decisions about compliance with regulatory requirements. Where the registered provider fails to meet the statutory requirements an escalation process may be commenced.

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.

Acknowledgments

The inspector wishes to acknowledge the cooperation of the person in charge, staff and children who were present on the day of the inspection.

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*
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.*

(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,*

Early Years Inspectorate Regulatory Report

Pre School

(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.

(3) The procedures specified in paragraph (2) shall be carried out prior to any person being appointed, assigned or allowed access to or contact with a child attending the pre-school service.

(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.

Compliance Information

(1)

(a) The service had a designated person in charge and deputy person in charge on the premises on the day of inspection.

(b) A person in charge or named deputy person in charge were on the premises at all times during the operation of the service. This was identified through review of the staff rota and staff sign in records.

(c) There was a clearly identified management structure in the service. This included person in charge, deputy person in charge and early years assistants.

(2) A total of 12 adults were attached to the service. All 12 files were open to inspection and were reviewed.

(a) Of the 24 references required, 18 validated references were available from past employers.

(b) Of the 24 references required, 6 validated references were available from an alternative source other than a past employer.

(c) Garda vetting disclosures has been obtained for all adults with direct access to children. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Police vetting was deemed to be required for 1 of the 12 adults working in the service and copies of the relevant documents were maintained on file for the adult.

Early Years Inspectorate Regulatory Report

Pre School

(3) The registered provider ensured to carry out all checks and validations mentioned in (9) (2) prior to the adults commencing in the service.

(4) The nine adults working directly with children held relevant qualifications in Early Childhood Care and Education at least at Level 5 on the National Framework of Qualifications.

Part III – Management and Staff

Regulation 11 - Staffing levels

(1) Subject to this Regulation, a registered provider shall ensure that there is at all times an adequate number of adults working directly with the children attending the pre-school service.

(3) Subject to paragraph (5), a registered provider of a sessional pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 2 of Schedule 6 opposite a particular reference number specified in column (1) of that Part in respect of the age range of the children specified in column (2) therefore at that reference number is satisfied.

Compliance Information

(1) The registered provider ensured that there were an adequate number of adults working directly with the children.

(3) On the day of inspection, the adult to child ratios were in adherence to the requirements of the regulation.

- In the preschool room, there was 3 staff working with 11 children aged between 3 years and 5 years and 9 months, all attending sessional care. In addition to this, one student was present in the room.

Early Years Inspectorate Regulatory Report

Pre School

Part IV – Information and Records

Regulation 15 – Record of pre-school child

(1) A registered provider of a pre-school service other than a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that a record in writing is kept in respect of each pre-school child attending the service containing the following particulars:

- (a) the name and date of birth of the child;*
- (b) the date on which the child first attended the service;*
- (c) the date on which the child ceased to attend the service;*
- (d) the name and address of a parent or guardian of the child and a telephone number where that parent or guardian or a relative or friend of the child can be contacted during the hours of operation of the service;*
- (e) authorisation for the collection of the child;*
- (f) details of any illness, disability, allergy or special need of the child, together with all the information relevant to the provision of special care or attention;*
- (g) the name and telephone number of the child's registered medical practitioner;*
- (h) record of immunisations, if any, received by the child;*
- (i) written parental consent for appropriate medical treatment of the child in the event of an emergency.*

Compliance Information

(1) Fifteen children were registered to attend the service. A copy of all 15 enrolment records was available on day of inspection. A review of 10 records was conducted. All 10 records inspected had the detail required as listed from (a) to (i).

Early Years Inspectorate Regulatory Report

Pre School

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, and

Compliance Information

(1)(a)

Basic needs:

- Children had access to drinking water throughout the session.
- Children had access to tissues throughout the day and staff supported with cleaning children's noses as required.
- Children were encouraged in developing their independence skills such as putting on their own coat and wet gear and zipping it up. Staff were available to support children if required.
- Parents/guardians provided a mid-morning snack which consisted of sandwiches, fruit and yoghurts.
- The children were observed independently accessing the sanitary areas. The staff were available to provide assistance, if required.
- Children had access to additional clothing in the event it was required.

Supporting relationships:

- Staff spoke with children at their level, in a calm and relaxed tone. Staff used positive reinforcement language with the children.
- Children engaged in parallel play and were observed to check in on their friends and include them in play.
- Staff were observed meeting with parents at drop-off and collection, updating them on the activities of the day. The staff explained to the inspector that they communicate regularly with the parents, this occurs at collection and drop-off times.
- During mealtime staff sat at the table and engaged in social conversations with the children.

Early Years Inspectorate Regulatory Report

Pre School

Part V - Care of Child in Pre-school Service

Regulation 21 – Equipment and materials

A registered provider shall ensure that there is adequate and suitable furniture, play and work equipment and materials available on the premises of the pre-school service.

Compliance Information

The service ensured there was adequate equipment available for the number of children attending the service. The service had additional toys and materials on the premises. It was observed on day of inspection that the service provided a number of sensory activities including sand play and modelling dough.

Part VI - Safety

Regulation 23 - Safeguarding health, safety and welfare of child

A registered provider shall ensure that all reasonable measures are taken to safeguard the health, safety and welfare of a pre-school child attending the service and that the environment of the service is safe.

Compliance Information

General safety:

- The main entrance to the service was secured to prevent unauthorised access or unsupervised exit of a child.
- All low laying cables were safely secured out of reach of the children.
- The outdoor area was secured to ensure no unsupervised exit of a child.
- Cleaning materials were stored out of sight and reach of children.
- The openable windows were out of reach of children.
- All blind cords were secured and out of reach of children.

Infection control:

- Regular handwashing was observed by staff and children. Children's hands were washed prior to mealtimes and after outdoor play.
- Windows were opened for natural air ventilation.
- Staff cleaned the tables between activities and mealtimes.

Early Years Inspectorate Regulatory Report

Pre School

- Perishable food was stored in the onsite refrigerator.

Administration of medication:

- No administration of medication was observed on the day of inspection. Discussion with staff ensured staff were aware of the correct process for administering medication in the event it was required.

Fire safety:

- Fire exits were clear of any obstruction and were clearly identified in the room.
- Fire equipment was available in the event they were required.

Non-Compliance Information

General safety:

1. Water temperatures observed in one of the children's sanitary facilities exceeded 43°C on day of inspection. The water temperature measured at 46.4°C. This posed a risk of scalding to the children using the sink.
- 2.

Action submitted by the Registered Provider

Corrective & Preventive Action

General safety:

A plumber corrected the water temperatures promptly following the inspection. Water temperatures will be taken regularly to ensure it remains under 43°C.

Supporting documentation submitted

General safety:

Photographic evidence was received by the Early Years Inspectorate.

Summary Comment

The inspector has reviewed the actions and evidence submitted. The noncompliance identified under Regulation 23 has been adequately addressed.

Early Years Inspectorate Regulatory Report

Pre School

Part VI - Safety

Regulation 28 - Insurance

A registered provider shall ensure that the pre-school service is adequately insured.

Compliance Information

A copy of the insurance certificate for the service was furnished to the inspector. The information provided on the insurance certificate included:

- The contact details for the insurance provider.
- The name and address of the service insured.
- The categories of insurance cover for the service.

The expiry date of the current insurance cover was 27 March 2027.