

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015CC433
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Name of Service:	The Glen Community Creche Ltd
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Address of Service:	Glen Resource and Sports Centre, Glen Avenue, Co Cork
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Eircode:	T23 DH95
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Name of Registered Provider:	Martina Murphy
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Service type:	Full Day, Part Time
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Date of Inspection:	11/05/2026
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No of pre-school children:	AM	22	PM	12
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Address of the Early Years Inspectorate:	Early Years Inspectorate, Administration Building, St Mary's Health Campus, Gurrnabraher, Cork T23 X440.
Inspection undertaken by:	D Prendergast
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).

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Description of service

The Glen Community Creche Ltd is a play-based, full day care setting, that is registered to cater for children aged 1 to 6 years. Part time care is also accommodated. The service is open from 8.30am to 5.30pm daily, over 49 weeks of the year.

The childcare facility operates from a room within a community building, that is situated on the north side of Cork city. Adjoining sanitary facilities, a sleep room and a kitchen are also available and an enclosed outdoor play area is directly accessible from the care room. The care room is divided into two separate areas/groups of children; Pod 1 and Pod 2. The service also has the use of an office, a staff room and a sluice room, within the building.

Staffing

Eighteen adults in total are attached to the early years service, with 14 of these adults involved in the direct care of the children. An administrator and two kitchen staff do not work directly with the children and the registered provider is not service based.

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/ premises and facilities. The inspection may also focus on other areas as required.

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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, deputy, staff and children who were present on the day of the inspection.

Statutory Notices

Notice	Date Served	Detail
Improvement Notice IN1885	11/05/2026	On review of the staff files, it was noted that one adult who had access to the children, had ECRIS Garda vetting, but did not have translated police vetting and a second adult, who was not onsite, had ECRIS Garda vetting, but did not have translated police vetting.
Status	The person in charge submitted a written response with detailed corrective and preventive actions, which were accepted by the Inspectorate.	

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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.

(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 registered provider had ensured that there was a person in charge of overseeing the operation of the service. The requirement for a deputy person in charge was also met, with written information available to this effect.
 - (b) The deputy was working at the setting when the unannounced inspection commenced and the manager arrived within one hour. Examination of the staff roster confirmed that a nominated person in charge was available on site during the hours of operation.
- (2) Following a review of previous inspection information, information available on inspection and discussion with

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the deputy, it was determined that five adults had commenced working at the setting, since the previous inspection. All five of these adults were involved in the direct care of the children. A total of five files were reviewed.

- (a) Ten written and validated references were required in total. Seven of these had been obtained from past employers.
 - (b) Two of the references on file were from sources other than previous employers, with corresponding records of validation also provided.
 - (c) Garda vetting disclosures were on file for the five adults. However, the service did not adhere to the re-vetting timeframes outlined in the Early Years Inspectorate Regulatory Notice, requiring services to renew Garda vetting every three years. Please refer to the information outlined under Regulation 23 of this report.
 - (d) Police vetting records, with certified translations where required, were available on file for two of the staff members, who had lived outside the State for a period of six consecutive months or longer, as adults.
- (4) Evidence to demonstrate the successful completion of a recognised award in early childhood care and education, was available in respect of the five staff members. A qualification had also been attained by a sixth adult, who had previously worked at the setting solely as a CE participant and had since been employed as a childcare practitioner.

Non-Compliance Information

- (2)
- (b) One of the references on file was not accepted, as it did not meet the criteria in relation to the definition of a reputable source.
 - (d) See statutory notice section in relation to Improvement Notice IN1885 served.
- (3) The procedures outlined in paragraph (2) were not carried out prior to some of the adults being appointed, assigned or allowed access to or contact with a child attending the pre-school service, as follows:
- Three of the reference validation records on file were dated after the relevant adults had commenced working at the setting.
 - As per part (2)(d), translated international police vetting had not been obtained before these adults commenced their roles at the childcare facility.

Corrective & Preventive Action submitted by the Registered Provider

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Corrective and Preventive Action

(2)

(b) A relevant person has been contacted and has provided a suitable reference.

(3) It will be ensured that all documents are validated, dated and translated during the recruitment period.

Supporting documentation submitted

(2)(b) A copy of the replacement reference.

(3) The statement submitted is accepted as evidence.

Summary Comment

The response submitted is accepted in meeting the regulatory requirements.

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) The staffing levels were adequate in meeting the needs of the children.

(2) The adult child ratio was maintained as follows:

- A total of 22 children, aged 1 to 4 years, were present in the morning, with 4 adults involved in their direct care. The person in charge was also available from 9.55am. Four CE participants were not included in the adult child ratios.
- There were 12 children, aged 1 to 4 years present in Pod 1 the afternoon, with 2 adults available to these children. A CE participant was not included in the adult child ratios.

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(8)

- (a) At least two adults were present at all times throughout the inspection period. This practice was also evidenced through review of the staff roster.

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) The inspector was advised that there were 37 children enrolled at the setting. Of the 37 corresponding child records, a sample of 10 were reviewed and met the requirements from (a) to (i).

Part V - Care of Child in Pre-school Service

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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)

Physical and material environment:

- The spacious care room was bright, airy and appropriately furnished with child sized tables and chairs, which allowed children to comfortably participate in tabletop activities.
- Wall spaces were used to display a selection of the children's artwork.
- Low set shelving ensured that the children could freely access all of the available play resources.
- Age and stage appropriate play materials within the care room included the following:
 - magnet tiles and connectable shapes, which supported the development of fine motor skills.
 - dress up clothes, play kitchens, dolls and accessories, which promoted children's imaginary play.
 - interest items such as a tool bench, play tools, train sets and plastic bricks, were provided for construction play.
 - Blackboards, chalk, art and craft materials and art easels, encouraged mark making and creativity.
- Since the previous inspection, the outdoor play space had been developed to include colourful animation boards around the perimeter, as well as a small artificial grass area with seesaws.
- The equipment in the outdoor environment provided children with a range of opportunities for active play and gross motor development, while also accommodating seated activities and exploratory play. For example, there were slides, ride on toys, push toys, stepping buckets, a low-level climbing frame, tables, chairs and a sand tray, with digging toys. A sheltered area was also available, for all weather play.

Part VI - Safety

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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:

- Both access points to the care room were adequately secured against the risks of unauthorised access and a child exiting unsupervised.
- In the outdoor play environment, a safe enclosure was created through a combination of high-level fencing and secured doors.
- Soft fall surfaces were available underneath equipment such as slides and seesaws.
- Visibility strips were fitted to the low-level glass panel doors in the care room.
- Cleaning agents were maintained out of the children's reach.

Infection control:

- Effective handwashing was facilitated through the provision of warm running water, liquid soap and single use paper towel dispensers, at each of the wash hand basins. The children were observed to wash their hands after outdoor play and before snack time.
- Foot pedal operated bins were in use for the hygienic disposal of waste materials.
- Suitable storage was provided for the children's toiletries in the nappy changing room.
- Each of the cot mattresses were fitted with waterproof mattress protectors and the cots appeared to be well spaced, which reduced the risk of cross infection.

Fire safety:

- The service's fire exits were maintained free from any obstruction that may delay a timely exit in the event of a fire.
- Fire exit signage was illuminated.
- Firefighting equipment was safely stored in a wall mounted cabinet.

Non-Compliance Information

General safety:

1. While it was acknowledged that Garda vetting had been renewed in respect of three adults, who worked at the service, the Garda vetting disclosure available for a fourth adult, was not dated within the previous three years, in adherence to the Early Years Inspectorate Regulatory Notice, 'EYI-RN12.3 Renewal of Garda Vetting'.

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Infection control:

2. During an observed nappy changing procedure, the following increased the risk of cross infection:
 - the adult did not wear a disposable apron, which was at variance with the nappy changing policy, displayed in the nappy changing room.
 - when the nappy change was complete, the adult did not wash their hands and the child's hands were not washed. Non-compliance in relation to the lack of handwashing after nappy changing was also found at the previous inspection, on 19 August 2024.

Action submitted by the Registered Provider

Corrective & Preventive Action

General safety:

1. Updated Garda Vetting has been applied for in respect of the fourth adult. Going forward, it will be ensured that Garda Vetting renewals are applied for earlier, to ensure that they are processed in time.

Infection control:

2. Staff have been notified in relation to this, to ensure that all staff are washing both children's hands and their own hands, after nappy changing. As a preventive measure, all staff have been sent a copy of the handwashing policy and this is also displayed in the nappy changing room.

Supporting documentation submitted

General safety:

1. Evidence in relation to the application for the relevant Garda vetting.

Infection control:

2. The statement submitted is accepted as evidence.

Summary Comment

The response submitted in relation to point 2 is accepted. Evidence of an application for Garda vetting in respect of the adult was received. However, a copy of the completed Garda vetting has not been submitted to date. The registered provider is required to furnish the required documentation to the Inspectorate upon receipt. The non-compliance in relation to Regulation 23, point 1 remains out outstanding.

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Part VI - Safety

Regulation 24 - Checking in and out and record of attendance

- (1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.*
- (3) A registered provider shall ensure that-*
- (a) no person other than-*
 - (i) pre-school child attending the service,*
 - (ii) a person dropping or collecting such a child,*
 - (iii) an employee, or*
 - (iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and*
 - (b) a daily record in writing is kept of the entry on the premises of any such person.*

Compliance Information

- (1) A sample review of four weeks of attendance records, dated between 6 April 2026 and 1 May 2026, demonstrated that the children who attended the service were signed into and out of the service on a daily basis.
- (3)
- (a) The inspector was advised by the deputy that any person other than those listed from (i) to (iv) above, was required to obtain approval from an employee before gaining access to the care room, or designated outdoor play area.
- (b) A record of visitors to the premises was maintained in the form of visitor log sheets, one of which the inspector signed on the day of inspection.

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Part VI - Safety

Regulation 25 - First aid

(1) A registered provider shall ensure that a person trained in first aid for children is, at all times, immediately available to the children attending the pre-school service.

Compliance Information

(1) Review of the First Aid Response (FAR) certificates on file, in conjunction with the staff roster, demonstrated that an adult with current FAR training was available to the children at all times, during the service's hours of operation. Two adults had completed this training.