

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015KY035				
Name of Service:	Creative Kids Pre-School & Childcare				
Address of Service:	Tiernanboul National School, Tiernanboul, Kilcummin, Killarney, Co. Kerry				
Eircode:	V93 D362				
Name of Registered Provider:	Donna Griffin				
Service type:	Part Time, Sessional				
Date of Inspection:	17/02/2026				
No of pre-school children:	<table border="1"> <tr> <td>AM</td> <td>15</td> <td>PM</td> <td>7</td> </tr> </table>	AM	15	PM	7
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Address of the Early Years Inspectorate:	2 nd Floor, Estuary House, Henry Street, Limerick, V94 XT5F.				
Inspection undertaken by:	S O'Brien				
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).

Conditions if applicable	N/A
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Description of service

Creative Kids Pre-School & Childcare is a privately operated early years service based in Tiernanboul National School, Kilcummin, Kerry. The service offers a sessional and part time service along with the Early Childhood Care and Education (ECCE) programme. The service caters for children aged 2 to 6 years. The service operates from 9am to 1.30pm, Monday to Friday. The service consists of one care room, sanitary facilities and a kitchen area. The service also has an outdoor area located to the side of the building.

Staffing

There are three staff members employed in the service which consists of the registered provider, an early years practitioner and a relief early years practitioner. The registered provider is based in the service and works directly with the children. On the day of inspection, the registered provider and the relief early years practitioner were present.

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.

The inspection focused on an examination of compliance under:

- Regulation 9: Management and recruitment
- Regulation 11: Staffing levels
- Regulation 16: Record of a pre-school service
- Regulation 19: Health, welfare and development
- Regulation 22: Food and drink
- Regulation 23: Safeguarding health, safety and welfare of child
- Regulation 24: Checking in and out and record of attendance
- Regulation 29: Premises

However, on inspection additional non-compliance which posed a risk was identified under Regulation 31: Notification of incidents. These findings are outlined within the relevant regulation within this report.

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 registered provider, 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,
- (c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and
- (d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.

(4) A registered provider shall ensure that, without prejudice to the generality of paragraph (2) and subject to paragraphs (5) and (6), each employee working directly with children attending the service holds at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

Compliance Information

- (1)
- (a) The registered provider was the designated person in charge and a named person who was able to deputise if needed.
 - (b) The registered provider and the named deputy were on the premises for the duration of the inspection.
 - (c) There was a clear management structure in the service, and the staff were aware of their roles and responsibilities.
- (2) Three staff files were reviewed including the file of the registered provider.
- (a) Three of the references available were from a past employer and were validated.
 - (b) Three of the references available were from a reputable source and were validated.

(c) Garda vetting disclosure were available for all three staff. The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Police vetting disclosures were available for two staff members as they had lived outside of a state for longer than six consecutive months.

(4) All three staff members held a relevant qualification in early childhood care and education from Level 7 to Level 8.

Part III – Management and Staff

Regulation 11 - Staffing levels

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

(2) Subject to paragraphs (4) and (5), a registered provider of a full day care service or a part-time day care service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 1 of Schedule 6 opposite a particular reference number specified in column (1) of that Part in respect of the age range of the children specified in column (2) thereof at that reference number is satisfied.

(8) Without prejudice to paragraphs (2) to (7)-

(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,

Compliance Information

(1) There was an adequate number of staff caring for the children for the duration of the inspection.

(2) In the morning, there were 15 children aged between 2 and 5 years being cared for by 2 staff members. In the afternoon, there were 7 children aged between 2 and 4 years being cared for by 2 staff members, therefore the minimum adult to child ratios were adhered to during the inspection.

(8) On review of the staff checking in and out records it was observed that there was at least 2 staff members on the premises while the service was in operation.

Part IV – Information and Records

Regulation 16 – Record in relation to pre-school service

(1) A registered provider shall ensure that a record in writing is kept of the following information in relation to the service:

- (i) details of staff rosters on a daily basis;
- (j) details of any medication administered to a pre-school child attending the service with signed parental consent;
- (k) details of any accident, injury or incident involving a pre-school child attending the service.

Compliance Information

(1) The following records were reviewed:

- (i) The staff roster was available for review and clearly outlined the staff present on each day.
- (j) No medication records were available for review as staff had advised that no child had required medication recently. The service had a method of recording the administration of medication if required.
- (k) Five accident and incident records were available from April 2024 to November 2025. The records were observed to be fully completed and contained the relevant information required.

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**
- On arrival to the service, the children were observed partaking in activities of choice within the care room. The room was laid out with different areas of interest and children were observed freely moving around to areas that interested them.

- The children were observed to toilet independently and the staff were available for support when needed. Staff were observed to remind children to use the toilet throughout the day.
- The children were observed sitting in a den area that had cushions. The children were observed to be resting in this area and chatting to the staff and other children.

Supporting relationships

- The staff supported the children with transitions by using music cues when it was time to tidy up and move to the next activity.
- The staff were observed showing empathy towards children who were showing signs of upset.
- A family picture wall was on display in the care room which support the children's sense of identity and belonging.
- The staff were observed working as a team and supported each other as needed during the inspection.
- The children were observed chatting to the staff during their morning snack making it a relaxed environment for the children to sit and enjoy their snack.
- The registered provider outlined the importance of partnership with parents and ensuring there were open lines of communication between the service and each child's family.

Programme of activities

- The staff had a planned curriculum for each month. The curriculum was broad to allow for the children's interests to be incorporated into the plan. This was observed when a child spoke to staff about having pancakes and the staff had planned to make pancakes with the children. This was also observed during circle time when the children sang songs of choice.
- The staff supported and encouraged the children to use their communication skills while in the service. On discussion with the registered provider, it was outlined that some children find communicating difficult at times and the staff were supporting the children. Language development was supported through the use of music and storytelling.
- All children were observed to have playful opportunities to develop their learning. For example, physical development was promoted through movement and music, and with fine motor activities such as threading and using peg boards. The children's sensory development was promoted through the pancake making activity as the registered provider outlined, they always encouraged children to try new foods.

Part V - Care of Child in Pre-school Service

Regulation 22 – Food and drink

A registered provider shall ensure that adequate and suitable, nutritious and varied food and drink is available for each pre-school child attending the pre-school service.

Compliance Information

- The morning snack was supplied by each child’s parent or guardian. Morning snack consisted of fruit, crackers, sandwiches, bread, cheese and yoghurt. Pancakes were also served to the children in the morning as it was Pancake Tuesday.
- Children present in the afternoon and who were attending the service on a part time basis, had toast and fruit with water and milk.
- The children had individual water bottles that were observed to be used at mealtimes and throughout the day.
- The children had a rolling lunch which allowed the children to eat at a time of their choice. This allowed for the children to eat outside of the designated mealtimes in the service.
- The service had additional foods for the children in the event of additional portions being required.
- The foods available to the children on the day of inspection were observed to be balanced and nutritious.

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 door to the care room was secured on arrival to the service and for the duration of the inspection. This prevented any child from exiting the service unsupervised or any unauthorised access.
- The outdoor area was secured by a fence and a gate to ensure the area was a safe place for children to play in.
- The toys and equipment were observed to be in good condition, on inspection.
- The windows were located above the children’s height which prevented a risk of a child from exiting or falling.

- Flexes and cables were observed to be secured during the inspection.
- A kitchen area was secured with a gate to prevent children from accessing an unsafe area during the inspection.
- Cleaning agents were observed to be stored out of reach to children during the inspection.

Infection Control:

- The children were observed to wash their hands after toileting and before snack. Warm water, hand soap and paper towel was available in the sanitary area. Water temperatures were recorded between 27.8°C and 30.9°C which allowed for effective handwashing.
- The room was naturally ventilated through openable windows.
- Foot pedal operated bins were observed to be in use throughout the inspection.

Administration of Medication:

- Medication was not required to be administered during the inspection. The staff outlined the procedure to follow in the event of administration of medication.

Fire Safety:

- The fire exits were observed to be clear and unobstructed during the inspection.

Outing:

- The registered provider outlined that the service does not carry out outings with the children.

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) The service had a written attendance record for the children to be checked in and out of the service on a daily basis.

(3)

(a) The registered provider requested the inspector to check in and out of the service on arrival and departure.

(b) A daily record was available in writing of the entry of visitors to the service.

Part VII - Premises and Space Requirements

Regulation 29 - Premises

A registered provider shall ensure that the premises of the service are-

(d) cleaned, maintained and repaired, as required, and

Compliance Information

(d) The service was observed to be clean, well maintained and repaired as needed.

Part VIII - Notifications and Complaints

Regulation 31 - Notification of incidents

A registered provider shall notify the Agency in writing within 3 working days of becoming aware of any of the following incidents occurring in the preschool service:

(d) a serious injury to a pre-school child while attending the service that requires immediate medical treatment by a registered medical practitioner whether in a hospital or otherwise;

Non-Compliance Information

(d) On review of an accident and incident report form that was completed in November 2025, it was observed that a child had sustained an injury in the service and required medical treatment from a registered medical practitioner. The registered provider did not notify the agency of this incident in writing within three working days.

Corrective & Preventive Action submitted by the Registered Provider

Corrective and Preventive Action

The registered provider stated in their response:

Corrective Action

A staff meeting was held to discuss the non-compliance. All staff are now aware of the procedure to follow in the event of any future accidents that require medical attention. Tusla will be informed within the required 3 day timeframe.

Preventive Action

A risk assessment has been carried out on the classroom to prevent future accidents.

Supporting documentation submitted

No evidence was submitted

Summary Comment

The registered providers response was reviewed and has addressed the non-compliance found on inspection. This will be reviewed at the next inspection.