

Early Years Inspectorate Regulatory Report

Pre School

TUSLA Identifier:	TU2015DR028		
Name of Service:	Narnia Nursery School		
Address of Service:	Ground Floor, Block 15, Rockfield, Dundrum, Dublin 16, Co. Dublin		
Eircode:	D16 R6V0		
Name of Registered Provider:	Robert Leeney		
Service type:	Full Day, Part Time, Sessional		
Date(s) of Inspection:	11/11/2025		
No of pre-school children:	AM	33	PM N/A
Address of the Early Years Inspectorate:	Early Years Inspectorate 180-189 Lakeshore Drive, Airside Business Park, Swords, Co Dublin.		
Inspection undertaken by:	N McEndoo		
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	Not applicable		

Description of service

Narnia Nursery School is a privately owned full day care service which is located in an urban, purposely built premises in the Dundrum area of South County Dublin. Care and education are provided to children aged between two and six years of age. The operating hours are from Monday to Friday between 08:00 and 18:00. The service also offers part-time care. The service comprises of three care rooms. The children have access to a large outdoor play area to the rear of the premises with a shock absorbent surfacing and large fixed play and climbing apparatuses.

Staffing

The service currently employs 15 staff members including, the general manager, deputy manager, service manager, supporting manager, school coordinator, chef, bus driver and a general operative. Seven adults are employed to work directly with the children. The registered provider does not work in the service.

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.

A sampling process was used to assess compliance under regulation 15 – Record of a Pre-School Child.

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, 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,*

(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

The registered provider ensured that.

- (1)
- (a) There was a designated person in charge and a named adult to deputise in their absence.
 - (b) The designated person in charge was available on the premises throughout the period of inspection.
 - (c) There was 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.
- (2)
- On the day of inspection, 10 adults were in attendance, the general manager, the service manager, six adults who were employed to work directly with the children, one chef, and one adult working as a general operative.
- The following vetting information was available for 15 adults:
- (a) 26 written validated references from past employers for 15 of the adults.
 - (b) Four written validated references from reputable sources for four of the adults.
 - (c) Garda vetting disclosures had been obtained for all 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 from the police authorities in another state was available for nine adults.
- (4)
- 12 of the adult files reviewed, evidenced they held a major award at level 5 or above in early childhood care and education on the national qualification framework, or qualifications deemed by the Department of Children, Disability and Equality (DCDE) to meet the regulatory requirement.

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.

Compliance Information

(1)
On the day of inspection, there was an adequate number of adults working directly with the preschool children attending the service.

(2)
The minimum ratio of adults to children was maintained at all times throughout the inspection. There were 33 children present in the service being supervised directly by 6 adults.

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.

(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-

(a) a parent or guardian of a pre-school child but only in respect of the record relating to that child,

(b) an employee who is authorised in that behalf by the registered provider, and

(c) an authorised person.

Compliance Information

(1)

On the day of inspection, 12 children's files were reviewed. A record in writing was held on file for the following.

(a) the name and date of birth of the child was available from five records.

(b) the date on which the child first attended the service was available from two records reviewed.

(c) provision for 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 was available for all records.

(e) authorisation for the collection of the child was available for any children who required it.

(f) provision for 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 was available for all records.

(g) the name and telephone number of the child's registered medical practitioner was available from all records.

(h) record of immunisations, if any, received by the child was available from five records.

(i) written parental consent for appropriate medical treatment of the child in the event of an emergency was available for all records.

(3)

On the day of inspection, a record in writing in respect of each pre-school child was available and open to inspection on the premises by-

(c) an authorised person.

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 was found to be secured on arrival preventing unauthorised access or exit from the premises. A buzzer system was in operation.
- A visitor log was maintained; the inspector was requested to sign in and out of the premises.
- The outdoor area was secured with tall wooden fencing. A bolted gate was located to the side of the premises in the outdoor area.
- Materials were observed to be in a good state of repair.
- Warm running water was available for hand washing at a temperature below 43°C.

Infection Control:

- The materials and resources throughout the service were visually clean.
- Sanitary facilities were observed to be kept maintained and clean.
- Tables were observed to be cleaned prior to and after mealtimes.
- Foot pedal bins were observed throughout the premises.
- There was adequate handwashing facilities provided throughout the service with warm water, liquid soap and paper towels. Children were observed to wash their hands with support, before snacks, meals and after toileting.

Administration of Medication:

- On discussion with staff, it was evident they were aware of their responsibilities for the safe administration of medication. No medication was observed to be administered on the day of inspection.

Fire Safety:

- Fire exits were observed to be unobstructed throughout the service.
- Fire evacuation procedures were clearly displayed on the service walls.
- Fire extinguishers were on the premises, maintained and easily accessible.

Non-Compliance Information

General Safety:

1. During the inspection, the kitchen door located in the hallway was observed to be open. Upon discussion with the chef and general manager, it was explained that the door is kept open to improve ventilation and prevent the alarm system from being triggered, due to its proximity to the cooking equipment. In addition, it was observed that a door from the Beaver's care room was unlocked, providing an unrestricted route through the afterschool care room into the hallway, which in turn allows access to the kitchen. This configuration presents a significant risk of unauthorised access to the kitchen area. Although it was confirmed that the kitchen door is not left open when the kitchen is unattended, this does not sufficiently mitigate the risk of a child gaining entry.
2. On the day of inspection, cleaning products were found stored in a cupboard at child's height. A child safety lock was present but was found not to be working. It is acknowledged when brought to the attention of staff the items were immediately safely stored.
3. On the day of inspection, in the outdoor area, a large train play structure was observed to be damaged on one side of the roof, posing as a risk to children. It is acknowledged an attempt had been made to make safe whilst awaiting repair.
4. A small fence to the rear of the cabin in the outdoor area was loose and required securing.

Action submitted by the Registered Provider

Corrective & Preventive Action

General Safety:

1. The registered provider has installed a safety gate to the kitchen doorway which remains closed at all times throughout the day, to prevent access by the children to the kitchen. This does not obstruct the kitchen door from fully closing, and the door continues to be kept closed whenever the chef is not in the kitchen. A daily alarm has been set for 8.00am, (before the class opens) Monday to Friday, to remind the staff member responsible for opening the Beavers class to ensure that the class door, highlighted as a risk, is shut and the security chain lock is in place – preventing the door being opened from the classroom and possible access to the kitchen.
2. All presses which are accessible to children were checked for chemical products – ensuring any products deemed unsuitable were removed from these areas. A 'No Cleaning Products to be Stored in This Area' sign has been placed on any press which is accessible to children throughout the building including the low press in the Fawns Kitchenette to prevent accidental placement of cleaning products

A “No Dangerous Substances to Be Stored in Low Presses or Within Reach of Children” check has been added to all our Morning Risk Assessment documents

3. Corrective actions were in place already at time of inspection – 5th November a section of the train roof panel broke away – The manufacturer was emailed on 6th November for a quote for a replacement panel – this quote was received on 13th November (following a follow up email). As this is a substantial cost we are considering repair options at this time. This will be determined early in the new year when the company carries out their visit to our premises.

When the damage was noted by the team – we risk assessed and secured the affected area to make it safe for children to continue using the train and outdoor space as observed on the day of inspection. Yearly playground inspections are carried out each May by the manufacturer to ensure that all play equipment and playground materials remain in good working order. Our most recent inspection took place on 9th May 2025, during which the train and carriage were assessed as being in ‘good’ condition with no actions required.

A reminder memo has been presented to all team members to ensure that those carrying out the morning risk assessments ensure they physically handle and check equipment to ensure there are no loose parts and that everything is properly secured or adjusted where necessary. The team have been reminded that if they identify any issues, to please report them to management immediately.

4. The fence was tightened and secured accordingly the day following the inspection. The playground Risk Assessment documented has been updated to include checking all equipment is secured and anchored. A reminder memo has been presented to all team members to ensure that those carrying out the morning risk assessments ensure they physically handle and check equipment to ensure there are no loose parts and that everything is properly secured or adjusted where necessary. The team have been reminded that if they identify any issues, to please report them to management immediately.

Supporting documentation submitted

General Safety:

1. Photo of stairgate fitted to kitchen door and alarm reminder submitted.
2. Photo of press cleared of cleaning agents, new signage and updated classroom daily risk checklist submitted.
3. Photo of train roof secured, evidence of quotation for repair submitted
4. Photo of fence secured submitted, updated daily risk checklist for playground, and evidence of reminder to staff to inform management of any defects found submitted.

Summary Comment

The actions and evidence submitted have been reviewed. The non-compliances identified under Regulation 23 have been adequately addressed.

Part VI - Safety

Regulation 27 – Supervision

A registered provider shall ensure that pre-school children attending the service are supervised at all times.

Compliance Information

The required adult: child ratios were adhered to throughout the inspection. Staff were observed to be strategically positioned throughout the indoor and outdoor environments to ensure continuous visual and auditory supervision. This enabled purposeful engagement with children while remaining responsive to the children's individual needs.