

## Early Learning and Childcare Facility Inspection Report

Type of Inspection:  
Monitoring Inspection

Pursuant to section 21 of the *Early Childhood Services Act*, operators of licensed early learning and childcare facilities must post their most recent inspection report in a clearly visible and prominent place in the facility.

Name of Operator <b>Daycare by Design Inc.</b>		Inspection Date <b>March 12, 2026</b>	
Facility Name <b>Daycare by Design Inc.</b>		Licence Number <b>2024144</b>	
Address <b>34 Mount Pleasant Avenue Saint John NB E2J 1S7</b>		Telephone Number <b>(506) 639-8269</b>	
Type of Facility <b>Full-time Early Learning and Childcare Centre</b>	Maximum Number of Children <b>60</b>	Ages of Children <b>INFANTS PRESCHOOL SCHOOL-AGE</b>	
ELCC Licensing Staff <b>Amanda Wills</b>	Position Title <b>Quality Assurance Monitor</b>		

Order for Compliance	Regulation	Date to be corrected	Date corrected
12(2) An operator of a licensed facility shall ensure that a criminal record check or a vulnerable sector check, as the case may be, and a check with the Department of Social Development is conducted on each individual before he or she becomes a staff member.	12(2)	Mar 09, 2026	Mar 12, 2026
Comments: Licensing observed new staff file at inspection. A valid Criminal Record Check with a Vulnerable Sector Check was added to the file. Deficiency is now compliant			
24(1) For the purposes of subsection 20(1) of the Act, the following records and documents shall be maintained on the premises of a licensed facility: (e) administration of medication records.	24(1)(e)	Mar 12, 2026	Mar 12, 2026
Comments: Licensing observed Amoxicillin on the counter in the infant room. An Administration of Medication Consent and Record Form was not evident. Licensing discussed this with the administrators. The administrators removed the medication, contacted the parent by phone, and emailed the required form for completion. The parent returned the completed form while Licensing was present. Deficiency is now compliant			
24(1) For the purposes of subsection 20(1) of the Act, the following records and documents shall be maintained on the premises of a licensed facility: (b) child records that include: (iv) the name, address and telephone number of at least two individuals authorized by the child's parent or guardian to pick up the child and to be contacted in case of an emergency if the parent or guardian cannot be reached,	24(1)(b)(iv)	Nov 10, 2025	Mar 12, 2026
Comments: All child files were reviewed and verified to be complete at the time of inspection. Deficiency is now compliant			
24(1) For the purposes of subsection 20(1) of the Act, the following records and documents shall be maintained on the premises of a licensed facility: (c) staff member records that include (v) a copy of a criminal record check or vulnerable sector check, as the case may be.	24(1)(c)(v)	Mar 09, 2026	Mar 12, 2026
Comments: Licensing observed new staff file at inspection. A valid Criminal Record Check with a Vulnerable Sector Check was added to the file. Deficiency is now compliant			
39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (a) toxic products, chemical products and cleaning supplies;	39(2)(a)	Mar 12, 2026	Mar 12, 2026

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: Licensing observed Amoxicillin on the counter in the infant room. Licensing discussed this with the administrators. A licensed facility shall have a separate locked storage space that is inaccessible to the children for Medication. Medication was placed in a separate locked storage space while licensing was present. Deficiency is now compliant</p>			
46(4) An operator of a licensed facility shall maintain a chronologically filed medication record of all medication administered to a child.	46(4)	Mar 12, 2026	Mar 12, 2026
<p>Comments: Licensing observed Amoxicillin on the counter in the infant room. An Administration of Medication Consent and Record Form was not evident. Licensing discussed this with the administrators. The administrators removed the medication, contacted the parent by phone, and emailed the required form for completion. The parent returned the completed form while Licensing was present. Deficiency is now compliant</p>			
50(2) The operator of a licensed facility shall inform the parent or guardian of a child involved in an incident on the day the incident takes place and shall ensure that the parent or guardian signs the daily log to confirm their awareness.	50(2)	Mar 12, 2026	
<p>Comments: One Daily Incident Log dated March 10, 2026, was unsigned by a parent or guardian. Daily Incident Logs must be reviewed and signed by a parent or guardian at the time of child pick-up.</p>			
9(1) The child-to-staff ratio is one educator for each of the following groups of children of the same age receiving services at a full-time or part-time early learning and childcare centre: (a) three infants or fewer; (b) five children or fewer who are two years of age; (c) eight children or fewer who are three years of age; (d) ten children or fewer who are four years of age or older, but who are not yet attending school; and (e) 15 school-age children or fewer.	9(1)	Nov 07, 2025	Mar 12, 2026
<p>Comments: Child-to-staff ratios were met at all times during the inspection. The administrator has developed and implemented a supervision plan to ensure ratios are consistently maintained. Deficiency is now compliant</p>			

### General Comments

A monitoring inspection occurred today in the morning.

Infant Room: The children were observed engaged in a variety of activities that included playing with play dough and alphabet cookie cutters, looking at books, listening to music and climbing on the couch to look out the window. Additionally, diaper changing procedures were observed and followed before preparing for lunch. The educators indicated that the children are currently interested in risky play, dumping and filling, music, colors and books.

Two-year-old Room: The children were observed eating lunch before preparing for nap. The educators indicated that the children are currently interested in building, dancing, sensory activities specifically painting, water play and are currently working on fine motor skill with scissors.

Two Three-Year-Old Room: The children were observed using the magnetic blocks, playing with trains, using the wooden bead maze, and looking at books. Additionally, the children were observed eating lunch before nap time. The educators indicated that the children are currently interested in dinosaurs, building, and dramatic play specifically the kitchen centre.

Three Four-Year-Old Room: The children were observed eating lunch. The educators indicated that the children are currently interested in sensory play, risky play, counting, letters, numbers, colors and dramatic play.

Educators demonstrated positive interactions by using encouraging language and gentle reminders. They asked open ended questions, listened activity, and extended children's ideas through conversations.

A clearly visible and prominent area was designated for posting the facility license, current monitoring reports, and any orders for compliance. Additional documents observed included incident logs, daily attendance records, daily information sheets, child files, one staff file, and monthly emergency evacuation and fire drills.

A conversation took place with the administrator on the following:

General Comments

- Ensuring that if medication is prescribed, it is labelled with the name of the physician, instructions for use, the period it will be used for, and that the parent or guardian provides written consent.
- Educators are to ensure that the reasons for children's absences are accurately recorded on the attendance sheet.
- All educators must be well informed of any children in the facility who have medical conditions or significant allergies.
- Storage space 9.2.5 and Medication 10.4 in the Operator's Manual to be reviewed by all staff.

original signed by  
**Amanda Wills**

\_\_\_\_\_  
Signature of Early Learning and Childcare Licensing Staff

**March 17, 2026**

\_\_\_\_\_  
Date

original signed by  
**Sandy Dahonog**

\_\_\_\_\_  
Signature of Operator/Designated staff

**March 17, 2026**

\_\_\_\_\_  
Date

*"I hereby acknowledge receipt of this report"*