

## 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 The Boys & Girls Club of Saint John, Inc.	Licence Number 258020	Inspection Date October 03, 2022
Facility Name The Boys & Girls Club of Saint John Funday After School	Telephone Number (506) 634-0201	
Address 1 Paul Harris Street Saint John NB E2L 3V9		
Name of Early Learning and Childcare Licensing Staff Lisa Green	Position Title Quality Assurance Monitor	

Order for Compliance	Regulation	Date to be corrected	Date corrected
11 The qualifications and training requirements for administrators and educators are as follows: (a) an administrator and educators must hold a valid first aid certificate and a valid cardiopulmonary resuscitation certificate;	11(a)	Oct 07, 2022	
<p>Comments: One staff member without required Level C CPR/FA Certificate. Staff member cannot be left alone with children until required certificate is obtained.</p> <p>As discussed, Staff member with CPR/FA certificate obtained in another province, must confirm that it meets the requirement. Ensure that the length of the course is 16 hours and is valid for 3 years.</p>			
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 (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	Oct 07, 2022	
<p>Comments: 3 staff files without a copy of the job description in their files.</p>			

General Comments
<p>New staff files checked during follow-up inspection.</p> <p>As discussed, updated Criminal record/ Vulnerable Sector Check from local police agency for one staff member needed.</p>

original signed by  
Lisa Green

Signature of Early Learning and Childcare Licensing Staff

October 03, 2022

Date

original signed by  
Jill Farrar

Signature of Operator/Designate

October 03, 2022

Date