

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 Forest Hills Baptist Church Inc.	Licence Number 269030	Inspection Date November 07, 2024	
Facility Name LIVING WATERS CHILD DEVELOPMENT CENTRE		Telephone Number (506) 652-4696	
Address 36 Mountain Road Saint John NB E2J 2X1			
Name of Early Learning and Childcare Licensing Staff Jodi Hennessey		Position Title Inspector	
Order for Compliance	Regulation	Date to be corrected	Date corrected
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)	Nov 08, 2024	
Comments: Two new staff without Job Descriptions. These are to be created, reviewed by staff and a copy in their file.			
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 (iv) a signed declaration confirming that the staff member has read and understood his or her obligations under the Act and this Regulation.	24(1)(c)(iv)	Nov 08, 2024	
Comments: Two new staff without signed statements. These are to be created, reviewed by staff and a copy in the staff files.			
General Comments			
A monitoring inspection report was generated after a visit to the centre. Discussed with the Director what was required for the new staff files. Quality Assurance Monitor will follow up to ensure these are completed and in the files.			

original signed by
Jodi Hennessey

Signature of Early Learning and Childcare Licensing Staff

November 07, 2024

Date

original signed by
Jennifer Branscombe

Signature of Operator/Designate

November 07, 2024

Date