

## 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 YMCA of Greater Saint John Inc.	Licence Number 283054	Inspection Date September 13, 2024	
Facility Name YMCA - Forest Glen ASP		Telephone Number (506) 343-3114	
Address 651 Westmorland Road Saint John NB E2J 2H3			
Name of Early Learning and Childcare Licensing Staff Britta Garnett		Position Title Quality Assurance Monitor	
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)	Sep 16, 2024	
Comments: New staff file review - one staff without completed Social Development Check. Staff not permitted to work until check is obtained. SD checks must be completed before employment. To be sent to QA Monitor via email.			
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 01, 2024	
Comments: New staff file review - one staff missing Job Description. To be added to 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)	Oct 01, 2024	
Comments: New staff file review - one staff missing Signed Statement. To be added to 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 (vi) a copy of a check with the Department of Social Development.	24(1)(c)(vi)	Sep 16, 2024	
Comments: New staff file review - one staff missing Social Development Check. Staff not permitted to work until check is obtained. To be sent to QA Monitor via email.			
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: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	Sep 13, 2024	
Comments: Mini Gym: Attendance forms not completed when the children arrived for the day. Educators not aware of how many children they had within the Mini Gym. Ensure attendance is completed as the children arrive after school. Educators to be aware of how many children they have in their care at all times.			

Order for Compliance	Regulation	Date to be corrected	Date corrected
30(3) An operator shall maintain the indoor play area of a licensed facility to ensure the safety of the children.	30(3)	Oct 01, 2024	
<p>Comments: Back Room: Walls - paint peeling. To be painted.</p> <p>Mini Gym: Walls, doors and door frames. To be painted Previous comply by date - Aug 26, 2024 Ensure work order is submitted as soon as possible to have painting completed before Renewal Inspection.</p>			
32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (a) varied and in sufficient quantity for the number and ages of the children receiving services at the licensed facility.	32(1)(a)	Oct 01, 2024	
<p>Comments: Back Room/ Mini Gym: Dramatic play materials depleted. Examples of items to add, but not limited to costumes, hats, scarves, purses, office supplies, restaurant items, clipboards, cash register, money, pretend food, real life items, loose parts, tools, items that support the children's interests.</p> <p>Mini Gym: Science materials not accessible to children. Examples of materials to include, but are not limited to flashlights, test tubes and beakers, prisms, mirrors, colour wheels, magnets, goggles, magnifying glasses, timers, measuring tapes, scale, plants, animals, items from nature, etc.</p>			

General Comments
<p>Monitoring Inspection:</p> <p>Children and educators observed engaged in a variety of activities this afternoon including bracelet making, card games, sensory opportunities, Lego and gross motor games in the gym.</p> <p>Some new materials have been added to the environments since last inspection. Areas of focus Dramatic Play and Science.</p> <p>Recommend adding binders with photos and documentation to each group, similar to the one the binder in the Junior group.</p> <p>Handwashing routines observed. Monthly fire drills documented. Watermelon and crackers were served for snack.</p>

original signed by  
Britta Garnett

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

September 13, 2024

\_\_\_\_\_  
Date

original signed by  
J. Cormier

\_\_\_\_\_  
Signature of Operator/Designate

September 13, 2024

\_\_\_\_\_  
Date