

Early Learning and Childcare Facility Inspection Report

Type of Inspection:
Renewal 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 Salisbury Boys & Girls Inc.	Licence Number 333020	Inspection Date March 22, 2023	
Facility Name Salisbury Boys and Girls Club		Telephone Number (506) 372-5873	
Address 2699 Fredericton Road Salisbury NB E4J 2E1			
Name of Early Learning and Childcare Licensing Staff Kyleigh Roy		Position Title Inspector	

Order for Compliance	Regulation	Date to be corrected	Date corrected
11.1(3) A staff member who works directly with infants or preschool children shall complete in each year 10 hours of training approved by the Minister related to the curriculum used at the designated facility.	11.1(3)	Apr 17, 2023	
Comments: During the renewal inspection, the inspector was not able to obtain proof that all educators have completed 10 hours of continuous professional development. The operator must ensure that proof is on premises that educators in a designated facility have completed 10 hours of continuous professional development per year related to the curriculum.			
12(0.1)(a)(i-iii) In subsection (1), an operator of a licensed facility includes: (a) in the case of a criminal record check or a vulnerable sector check, as the case may be, (i) in the case of a corporation or unincorporated association, the directors, (ii) in the case of a partnership, the partners, and (iii) in the case of a limited partnership, the general partners;	12(0.1)(a)(i-iii)	Apr 06, 2023	
Comments: During the renewal inspection, the inspector observed that 6 out of 6 board members have not obtained a criminal record check / vulnerable sector check. The operator must ensure that each board member receives a criminal record check and/or a vulnerable sector check if they have contact with children.			
12(0.1)(b)(i-iii) In subsection (1), an operator of a licensed facility includes: (b) in the case of a check with the Department of Social Development, (i) in the case of a corporation or unincorporated association, the directors who have contact with children receiving services in the facility or who manage the finances of the facility, (ii) in the case of a partnership, the partners who have contact with children receiving services in the facility or who manage the finances of the facility, and (iii) in the case of a limited partnership, the general partners who have contact with children receiving services in the facility or who manage the finances of the facility.	12(0.1)(b)(i-iii)	Apr 06, 2023	
Comments: During the renewal inspection, the inspector observed that a board member responsible for the finances of the facility has not obtained a check with Social Development. The operator must ensure that the board member receives a check with Social Development.			
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)	Apr 03, 2023	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: During the renewal inspection, the inspector observed that an employee did not obtain a criminal record check/vulnerable sector check prior to their permanent employment. The staff member is not permitted on-site or to work with children until they receive a valid criminal record/vulnerable sector check.</p>			
21 A licensee shall post the following documents in a clearly visible and prominent place in the facility associated with the licence: (a) the licence; (b) a report provided under section 23; (c) an order issued under section 28; and (d) a probationary license issued under section 29.	21(a) – (d)	Mar 22, 2023	Mar 22, 2023
<p>Comments: During the renewal inspection, the inspector observed that the latest renewal inspector report is missing. During the inspection, the administrator printed a copy of the inspection report and posted in a clearly visible and prominent place on the premises. Deficiency is now compliant.</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: (b) child records that include: (i) the child's name, address, birth date and Medicare number,	24(1)(b)(i)	Mar 24, 2023	
<p>Comments: While having a discussion with the administrator, the inspector observed that birth date of a child is incorrect in 1 of the 9 child files verified. The operator must ensure that the correct birth date is added to the child's profile.</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: (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)	Mar 24, 2023	
<p>Comments: During the renewal inspection, the inspector observed that a parent and a guarding are listed as emergency contacts in 1 or the 9 child files verified. The inspector also observed that 1 of the 9 child files verified had only one emergency contact. The operator must ensure that the name, address and telephone number of at least two people authorized by the child's parent to pick up the child and contact in case of emergency if the parents cannot be reached is noted in all children's files.</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 (v) a copy of a criminal record check or vulnerable sector check, as the case may be.	24(1)(c)(v)	Apr 03, 2023	
<p>Comments: During the renewal inspection, the inspector observed that 1 out of the 12 employees does not have a valid criminal record/ vulnerable sector check in their file. The staff member is not permitted on-site or to work with children until they receive a valid criminal record/vulnerable sector check.</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 (vii) a copy of a valid first aid certificate and a valid cardiopulmonary resuscitation certificate for each administrator and educator.	24(1)(c)(vii)	Mar 22, 2023	Mar 22, 2023
<p>Comments: During the renewal inspection, the inspector observed that a copy of a valid first aid (FA) certificate and a valid cardiopulmonary resuscitation (CPR) certificate is missing in 1 of the 12 employee files. During the inspection, the administrator printed a copy of the certificate and placed it in the employee's file. Deficiency is now compliant.</p>			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (a) the daily routine.	25(a)	Mar 24, 2023	
<p>Comments: During the renewal inspection, the inspector observed that the daily routine for 1 of the 3 groups is missing. The operator must ensure that the daily routine is posted in a clearly visible and prominent place on the premises.</p>			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (d) the name of the administrator.	25(d)	Mar 22, 2023	Mar 22, 2023
<p>Comments: During the renewal inspection, the inspector observed that the name of the administrator is not posted in a visible area. During the inspection, the administrator printed a sheet with the required information and placed it in a visible area inside the facility. Deficiency is now compliant.</p>			

Order for Compliance	Regulation	Date to be corrected	Date corrected
27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (c) permitting the administration of medication in the circumstances set out in section 46.	27(c)	Mar 24, 2023	
Comments: During the renewal inspection, the inspector observed that consent for administering medication is missing in 1 of the 9 child files verified. The operator must ensure that consent for administering medication is provided by the parents.			
40(1) An operator of a licensed facility shall ensure that personal belongings of a child receiving services at the licensed facility that are brought to the licensed facility, including combs, brushes, toothbrushes, towels, washcloths, bedding, pacifiers and soothers, are (a) labelled with the name of the child.	40(1)(a)	Mar 24, 2023	
Comments: During the renewal inspection, the inspector observed that 4 out of the 10 water bottles verified are not labelled with the name of the child. The operator must ensure that water bottles are labelled with the child's name in order to prevent and control the spread of communicable diseases and illness.			
41(3) An operator of a licensed facility shall (a) post diaper-changing procedures in diaper-changing areas.	41(3)(a)	Mar 22, 2023	
Comments: During the renewal inspection, the inspector observed that a staff member did not wash their hands thoroughly with soap and water before and after a diaper change. The inspector also observed that the staff did not wash the child's hands before returning the child to the classroom. Diaper changing procedures must be followed to ensure the transmission of communicable diseases is reduced.			

General Comments

During the renewal inspection, the inspector observed outdoor free play, lunch, nap and snack time. The inspector also observed the children participating in a sensorial activity where the children were asked to smell and identify what was inside a container.

During the inspection the ground was snow covered; therefore, the park assessment will be conducted in the spring with a member of the licensing team.

The ratio is respected during the inspection.

original signed by
Kyleigh Roy

Signature of Early Learning and Childcare Licensing Staff

March 22, 2023

Date

original signed by
Jackie Lewis

Signature of Operator/Designate

March 22, 2023

Date