

## 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 Dieppe Boys and Girls Club Inc.	Licence Number 333028	Inspection Date June 03, 2025	
Facility Name bgc Dieppe 2		Telephone Number (506) 857-3807	
Address 76 rue Emmanuel Dieppe NB E1A 2J5			
Name of Early Learning and Childcare Licensing Staff Veronique Berube		Position Title Quality Assurance Monitor	

Order for Compliance	Regulation	Date to be corrected	Date corrected
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)	Jun 06, 2025	
Comments: In one of the board member's files, the criminal record check/vulnerable sector check is missing. Operator, as outlined in section 12(0.1), must have a criminal record check/vulnerable sector check.			
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: (ii) the name, address and telephone number of the child's medical practitioner.	24(1)(b)(ii)	Jun 13, 2025	
Comments: In 1 the 10 child record files verified the address of the medical practitioner is incomplete. The city part of the address was missing. The child record file must include the name, address and telephone number of medical practitioner. The operator must make sure that all child records are complete.			
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)	Jun 13, 2025	
Comments: In 1 of the 10 child record files verified the address of the emergency contacts are incomplete. The city part of the addresses is missing. The child's record file must include name, address and telephone number of at least 2 emergency contact. The operator must make sure that all child records are complete.			
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)	May 02, 2025	May 02, 2025

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: At the moment of taking the ratio, the Quality Assurance Monitor observed the school aged children transitioning to go into the outdoor play area. Only 9 children were signed in the attendance records, but 12 children were present. The educator had two attendance records, and the third one was left in the classroom. After gathering the three attendance records, the educator lined up the children to verify who was present. The educator signed in two children, and with the third attendance sheet, all 12 children were signed in. The attendance records must be accurate and reflect all children present. The Quality Assurance Monitor suggested that another solution must be put in place when there is no school in one of the two school districts to avoid confusion. The attendance sheet was up to date before the Quality Assurance Monitor continued the renewal inspection. Deficiency is now compliant</p>			
31(3) An operator shall maintain the outdoor play area of a licensed facility to ensure the safety of the children.	31(3)	May 02, 2025	May 02, 2025
<p>Comments: In the outdoor play area, the Quality Assurance Monitor observed two pieces of wood on the ground. One piece had the top part of the nail sticking out, and the other piece was sharp and dangerous for the children. The outdoor play area must be maintained safe and free of hazards. A staff member removed the pieces of wood from the outdoor play area. Deficiency is now compliant.</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)	Jun 13, 2025	
<p>Comments: During the renewal inspection, the Quality Assurance Monitor observed that crayons and markers were not accessible to the children. The Quality Assurance Monitor reminded the administrator that arts and craft materials must always be easily accessible to children on low, open shelves.</p>			
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)	Jun 13, 2025	
<p>Comments: The Quality Assurance Monitor observed in one classroom that 2 out of 8 bottles of water were not labeled. In another classroom, 2 out of 3 bottles of water were not labeled. Personal belongings must be labeled with the name of the child.</p>			
48(2) An operator of a licensed facility may supply food to a child receiving services at the licensed facility that a parent or guardian of the child brings from the child's home if the food is labelled with the child's name and refrigerated, as required.	48(2)	Jun 13, 2025	
<p>Comments: The Quality Assurance Monitor observed in one classroom 4 out of 13 lunch boxes not labelled with the child's name. Food brought from home must be labelled with the child's name.</p> <p>In one classroom, the Quality Assurance Monitor observed a sippy cup with milk that was on a shelf. Food brought from home must be refrigerated as required.</p>			

General Comments
<p>The Quality Assurance Monitor is on site to conduct the renewal inspection. The ratio was respected during the inspection.</p> <p>The QAM had a discussion with the Administrator regarding Ibuprofen (Advil) consent in the child's file. A facility can only provide Acetaminophen (Tylenol) with the parents' consent. Ibuprofen can only be provided by the parents with the consent form signed. The administrator must create another consent form with only Acetaminophen to be provided with the consent of the parents. The new form must be signed by the parents and inserted in the children's file. This will be verified during the next monitoring inspection.</p> <p>The QAM also observed in certain children's profile that CPS was inserted for the emergency contact information. For emergency contacts, CPS is no longer acceptor</p> <p>The QAM was not able to observe the completion of the 10 h of professional development for one staff. The eligible educators have until the 30th of June to complete their 10h of professional development for the renewal year.</p>

General Comments

The QAM observed a group of school aged children having a professional development day. The children were observed playing in the outdoor play area. The children were also observed transitioning to lunch time and then nap time for the preschool children. The QAM also observed the children in one classroom transitioning to quiet play time after resting for 30 min on their cot. The children then had their afternoon snack. The other school aged children were also observed arriving to the center from school.

original signed by  
Veronique Berube

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Signature of Early Learning and Childcare Licensing Staff

June 03, 2025

\_\_\_\_\_  
Date

original signed by  
Kelly Guignard

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

June 03, 2025

\_\_\_\_\_  
Date