

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 College Hill Early Learning Co-operative Limited	Licence Number 518031	Inspection Date November 07, 2022
Facility Name College Hill Early Learning Cooperative Ltd.		Telephone Number (506) 458-2883
Address 850 Montgomery St Fredericton NB E3B 2X9		
Name of Early Learning and Childcare Licensing Staff Kelsey Colford		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 14, 2022	Nov 07, 2022
Comments: Three staff files were missing a job description. This was corrected during the inspection.			
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)	Nov 11, 2022	
Comments: Two staff members are missing Social Development checks in their file. One was checked by an inspector during previous inspections and did not expire until 2023, however, the physical copy is no longer in the file. The staff showed that they have submitted a request for a new check during this day's inspection. There is documentation that the other social development check was requested but the returned check is not in the file; the administrator has contacted social development about being sent this record and until it is received this staff will not work in the centre.			

General Comments
<p>During the inspection children were observed arriving for the day and staff were signing them in as they entered. Staff were tracking which children were not attending that day and indicating if the reason was illness.</p> <p>Child-to-staff ratio was consistently maintained throughout the inspection and staffing was more than adequate to ensure that educators had extra hands when helpful such as during transitions between indoors and outdoors. Staff worked collaboratively though out the day to ensure all the children's needs were met and other tasks such as cleaning were completed; administrators stepped in to provide extra support during busier transitions without needing to be asked. All staff were observed interacting with using positive child guidance such as prompting, encouraging words, and praise for completing tasks like hand washing and tidying up. Educators provided children with time to prepare for transitions by verbally indicating when transitions were coming up.</p> <p>All staff were observed engaging actively with the children. Educators had story time with the children and engaged them in learning and participating during storytime. Educators sat and played with the children at their tables and interacted with them on their level on the playground; they sang with the children and spoke with</p>

General Comments

them about their weekends and their day. Educators supported children with activities such as eating and dressing when necessary but were supportive and encouraging of children completing tasks independently where possible. Educators were patient with their prompts and reminders; they were supportive of children's need to express their emotions and helped them to talk through their feelings when the children were frustrated or otherwise upset.

Documentation of learning was visible in every classroom, at the children's eye level, and appeared to be documenting recent learning from the fall. There were photos and learning stories to accompany them. Children's artwork and other documentation of learning was observed through the centre.

The after-schoolers arrived as snack was ready. All pre-schoolers were actively offered a nap and those who chose to nap woke around the same time as snack. All groups enjoyed a snack and indoor play before preparing for outdoor play.

Indoor and outdoor play areas were inviting and well-stocked with varied materials. These materials were all observed to be in good condition.

Given the presence of significant allergies in the centre's administrators took the initiative to pursue additional training on anaphylaxis and allergies are noted throughout the centre: on the notice board, in and near the kitchen, and in classrooms. There are clear, detailed allergy management plans in place.

original signed by
Kelsey Colford

Signature of Early Learning and Childcare Licensing Staff

November 07, 2022

Date

original signed by
Sarah McConnell

Signature of Operator/Designate

November 07, 2022

Date