

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 Moncton Headstart Inc.	Licence Number 2001445	Inspection Date January 31, 2025	
Facility Name Moncton Headstart Early Family Intervention		Telephone Number (506) 858-8252	
Address 1111 Mountain Road Moncton NB E1C 2S9			
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
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 (ii) the staff member's qualifications including the certificates or training referred to in paragraph 11(b) or (c).	24(1)(c)(ii)	Jan 29, 2025	Jan 29, 2025
<p>Comments: In one of the staff files, the training qualification certificates and diploma is missing. All administrator and educator who does not hold a one-year Early Childhood Education Certificate, or training that is equivalent in the opinion of the Minister, must have successfully completed the Introduction to Early Childhood Education course. The Quality Assurance Monitor is informed on site that the educator in question has completed her microcredential ECE course and a proof will be sent via email.</p> <p>In another staff files, the training qualification certificates and diploma is missing. All administrator and educator who does not hold a one-year Early Childhood Education Certificate, or training that is equivalent in the opinion of the Minister, must have successfully completed the Introduction to Early Childhood Education course. The Quality Assurance Monitor is informed on site that the educator in question has completed the introduction to Early Childhood Education course and a proof will be sent via email.</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)	Jan 29, 2025	Jan 29, 2025
<p>Comments: In one of the staff files verified, the criminal record/vulnerable sector check is expired. Each staff member must obtain a criminal/vulnerable sector check every 5 years. The staff informs the Quality Assurance Monitor that her criminal/vulnerable check was completed. A copy was added to the staff's file. 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: (c) staff member records that include (vi) a copy of a check with the Department of Social Development.	24(1)(c)(vi)	Feb 05, 2025	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: In one of the staff files verified, the copy of the Social Development check is missing. Each staff member must obtain a Social Development check every 5 years. The staff member informs the Quality Assurance Monitor that her SD check was completed. A copy was inserted in the staff member's file.</p> <p>In another staff file verified, the Social Development check is expired. Each staff member must obtain a Social Development check every 5 years. A picture of the new SD check can be sent by email to the Quality Assurance Monitor.</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)	Jan 29, 2025	Jan 29, 2025
<p>Comments: In one of the staff files, the copy of the valid first aid certificate and a valid cardiopulmonary resuscitation certificate is missing. The Staff informs the Quality Assurance Monitor that the CPR course was completed. A copy was added in the staff file. Deficiency is now compliant</p>			
39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (a) toxic products, chemical products and cleaning supplies;	39(2)(a)	Jan 29, 2025	Jan 29, 2025
<p>Comments: In the three classrooms, the Quality Assurance Monitor found a bottle of dish soap on a shelf. Toxic products, chemical products and cleaning supplies must be locked and inaccessible to children. The toxic products were immediately locked. The deficiency is now compliant.</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)	Jan 29, 2025	Jan 29, 2025
<p>Comments: In one classroom, two soothers were found on a hand paper distributor. The soothers were not labeled with the name of the child. Personal belongings must be labelled with the name of the child. The Quality Assurance Monitor had a discussion with the educator regarding the soothers being stored where the bacteria exposure is at risk. The Quality Assurance Monitor recommends putting the soothers in a Ziplock bag to minimize the bacteria exposures while staying accessible to the child when needed. Deficiency is now compliant.</p>			
51(3) The operator of a licensed facility shall (c) forward the original to the Minister within 24 hours of the incident.	51(3)(c)	Jan 30, 2025	
<p>Comments: While on site, the Quality Assurance Monitor was informed of a stomach flu outbreak. No incident report was completed and sent to the Quality Assurance Monitor within 24h. The operator has to advise the Department within 24 hours of a reportable incident.</p>			

General Comments
<p>The Quality Assurance Monitor is on site for a monitoring inspection. The ratio was respected during the inspection.</p> <p>While on site, the Quality Assurance Monitor verified:</p> <ul style="list-style-type: none"> -Ratio -Staff member records -Indoor play area and material -Storage space -Administrative records maintained on site -Posting is in a visible and prominent place in the facility -Incident records -Personal belongings -Safety <p>The Quality Assurance Monitor noticed while verifying staff files a criminal record/vulnerable check that was from British Columbia. The QAM informs the staff in charge that a new criminal/vulnerable check must be done</p>

General Comments

from the right city. A copy of the check can be sent by email to the Quality Assurance Monitor.

During the monitoring the QAM noticed that in one classroom a baseboard heater was broken, causing sharp corners to be a danger to the children. The educator attached the piece back to the baseboard. This is not a permanent solution as the piece can separate easily again. The QAM recommends fixing the baseboard as soon as possible to prevent future incidents.

The QAM observed the children playing in the indoor play area. Children were observed finishing eating, playing musical instruments, doing crafts (scratch paper).

original signed by
Veronique Berube

Signature of Early Learning and Childcare Licensing Staff

January 31, 2025

Date

original signed by
Lynn Tozer

Signature of Operator/Designate

January 31, 2025

Date