

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 2002393	Inspection Date September 21, 2021	
Facility Name YMCA OF GREATER SJ Q-PLEX AFTER SCHOOL PROGRAM - UPSTAIRS		Telephone Number (506) 849-5784	
Address 20 Randy Jones Way Quispamsis NB E2E 0P1			
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
11 The qualifications and training requirements for administrators and educators are as follows: (a) an administrator and educators must hold a valid first aid certificate and a valid cardiopulmonary resuscitation certificate;	11(a)	Oct 04, 2021	
Comments: Summer staff members who did not have valid CPR/First Aid training and no longer working. Next year, summer staff are to have valid certification prior to beginning work. New staff member on site has reportedly taken CPR/First Aid training but has not yet received certificate. In circumstances where a staff member begins work prior to receiving certificate, staff is to obtain proof of completion for staff file. To be sent to quality assurance monitor when received. (previous comply by date of August 31/21.)			
21 The daily activities of a licensed facility shall be purposely planned in advance and documented and shall respond to the capabilities, needs and interests of each child.	21	Sep 30, 2021	
Comments: Some improvements noted in this area through invitations and environment set-up however, purposeful planning is not evident through documentation, materials added or planned activities. Purposeful planning to be visible through documentation, photos, challenges, materials added to the environment and planned activities that support the children's interests.			
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)	Aug 30, 2021	Sep 02, 2021
Comments: Deficiency is now compliant			
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)	Aug 30, 2021	Sep 21, 2021
Comments: Deficiency is now compliant			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (g) whether a child receiving services at the licensed facility has a life-threatening allergy and a description of that allergy.	25(g)	Aug 26, 2021	Sep 21, 2021

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: Deficiency is now compliant			
30(3) An operator shall maintain the indoor play area of a licensed facility to ensure the safety of the children.	30(3)	Oct 04, 2021	
Comments: Mop and dirty cleaning cloth were observed on the floor near cleaning supplies storage closet and cubby area. These items are to be put away after use.			
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)	Sep 30, 2021	
Comments: Materials that support the children's current interests lacking within the environment. 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. Materials that create an inviting environment for children lacking within this room. Examples of items to add, but not limited to: soft lighting, photos, documentation supporting current interests and experiences, challenges, art pieces, items from nature and age-appropriate books displayed throughout the room.			
32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (b) arranged on low, open shelves and accessible to the children receiving services at the licensed facility,	32(1)(b)	Aug 30, 2021	Sep 21, 2021
Comments: Deficiency is now compliant			
32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (d) clean and in good repair.	32(1)(d)	Aug 30, 2021	Sep 21, 2021
Comments: Deficiency is now compliant			
37 An operator of a licensed facility shall not permit a child receiving services at the licensed facility access to the kitchen unless the child is supervised.	37	Aug 31, 2021	Sep 02, 2021
Comments: Deficiency is now compliant			
39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (b) medications.	39(2)(b)	Sep 21, 2021	
Comments: Medication was found within child's back pack following conversation with staff member. This is not a medication that is required in an emergency but rather an ongoing medication to be administered daily to the child. This must come out of the child's backpack and be locked up upon the child's arrival from school. Once the medication has been administered to the child, the bottle can be returned to the child's backpack to transport the dosage for the following day.			
46(4) An operator of a licensed facility shall maintain a chronologically filed medication record of all medication administered to a child.	46(4)	Sep 21, 2021	
Comments: Administration of medication records were reviewed today and incomplete. Documentation is missing for parental consent. Dosage was not documented correctly on administration of medication form. If more than one medication is being administered, staff should have consent for both medications and this must be clearly documented on separate administration of medication forms, with clear directions provided on each form. The actual prescription name is to be used when documenting administration and not the first letter of medication (as was observed on forms during today's inspection). If staff are going to continue to use their own form to document administration of medication, operator is to ensure that all required information is clear. Review Appendix 6, and section 10.4 Medication of the Operator Manual.			
48(6) An operator of a licensed facility shall post information relating to any allergies of the children in the food preparation area.	48(6)	Sep 22, 2021	
Comments: Deficiency is now compliant			

General Comments

Some orders were added to monitoring inspection during follow up to renewal inspection as new orders for compliance arose today.

original signed by
Britta Garnett

Signature of Early Learning and Childcare Licensing Staff

October 21, 2021

Date

original signed by
Laura Greer

Signature of Operator/Designate

October 21, 2021

Date