

## 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 ST. JOSEPH'S CHURCH	Licence Number 2005645	Inspection Date September 09, 2022
Facility Name ST. JOSEPH'S COMMUNITY PRESCHOOL AND AFTERSCHOOL PROGRAM		Telephone Number (506) 653-6875
Address 4347 Loch Lomond Road Saint John NB E2N 1C8		
Name of Early Learning and Childcare Licensing Staff Jodi Hennessey		Position Title Quality Assurance Monitor

Order for Compliance	Regulation	Date to be corrected	Date corrected
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)	Sep 12, 2022	
Comments: New employee without SD Check. Cannot be at facility until new is received from the Department of Social Development. Email scan to licensing staff once received.			
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)	Sep 16, 2022	
Comments: One new staff without Job Description.			
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)	Sep 16, 2022	
Comments: One new staff without signed statement.			
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)	Sep 12, 2022	
Comments: New employee without SD Check. Cannot be at facility until new is received from the Department of Social Development. Email scan to licensing staff once received.			

General Comments
During follow up to renewal inspection, it was observed a new educator without Social Development Check. Educator cannot be at facility until new is obtained from the Department of Social Development.

original signed by  
Jodi Hennessey

September 09, 2022

Signature of Early Learning and Childcare Licensing Staff

Date

original signed by  
Terri Sullivan

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Signature of Operator/Designate

September 09, 2022

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Date