

## Early Learning and Childcare Facility Inspection Report

Type of Inspection:  
Follow-Up 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 Step Ahead - Bath Family Learning Center Inc.	Licence Number 2008438	Inspection Date August 28, 2020	
Facility Name Step Ahead - Bath Family Learning Center		Telephone Number (506) 278-3959	
Address 118 School Street Bath NB E7J 1C4			
Name of Early Learning and Childcare Licensing Staff Nancy Glendenning		Position Title Inspector	

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)	Aug 12, 2020	Aug 28, 2020
Comments: Deficiency is now compliant			
12(3) An operator of a licensed facility shall ensure that a criminal record check or a vulnerable sector check, as the case may, and a check with the Department of Social Development is conducted on each staff member and associated person at least every five years.	12(3)	Aug 12, 2020	Aug 28, 2020
Comments: Deficiency is now compliant			
13(2) An operator of a licensed facility shall not employ or otherwise engage a person as a staff member if the person (a) has been convicted of an offence listed in Schedule B for which a pardon has not been granted or in respect of which a record suspension has not been ordered.	13(2)(a)	Aug 12, 2020	Aug 28, 2020
Comments: Deficiency is now compliant			
13(2) An operator of a licensed facility shall not employ or otherwise engage a person as a staff member if the person (b) has been identified by a check with the Department of Social Development under paragraphs 12(4)(a) to (d).	13(2)(b)	Aug 12, 2020	Aug 28, 2020
Comments: Deficiency is now compliant			
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	Aug 17, 2020	Aug 28, 2020
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: (b) child records that include: (vii) documentary evidence of the child's learning.	24(1)(b)(vii)	Aug 17, 2020	Aug 28, 2020
Comments: Deficiency is now compliant			

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 (i) the staff member's name, address and birth date.	24(1)(c)(i)	Aug 12, 2020	Aug 28, 2020
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 (ii) the staff member's qualifications including the certificates or training referred to in paragraph 11(b) or (c).	24(1)(c)(ii)	Aug 12, 2020	Aug 28, 2020
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 (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	Aug 12, 2020	Aug 28, 2020
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 12, 2020	Aug 28, 2020
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 (v) a copy of a criminal record check or vulnerable sector check, as the case may be.	24(1)(c)(v)	Aug 12, 2020	Aug 28, 2020
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 (vi) a copy of a check with the Department of Social Development.	24(1)(c)(vi)	Aug 12, 2020	Aug 28, 2020
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 (vii) a copy of a valid first aid certificate and a valid cardiopulmonary resuscitation certificate for each administrator and educator.	24(1)(c)(vii)	Aug 12, 2020	Aug 28, 2020
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: (d) associated person records that include (i) a copy of a criminal record check.	24(1)(d)(i)	Aug 12, 2020	Aug 28, 2020
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: (d) associated person records that include (ii) a copy of a check with the Department of Social Development.	24(1)(d)(ii)	Aug 12, 2020	Aug 28, 2020
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 12, 2020	Aug 28, 2020
Comments: Deficiency is now compliant			

Order for Compliance	Regulation	Date to be corrected	Date corrected
28(3) The premises of a licensed facility shall comply with (a) lighting, ventilation and other general health standards under the Public Health Act.	28(3)(a)	Aug 12, 2020	Aug 28, 2020
Comments: Deficiency is now compliant			
9(2) An educator under 19 years of age shall be supervised at all times when he or she is working directly with a child by an educator who is at least 19 years of age.	9(2)	Aug 12, 2020	Aug 28, 2020
Comments: Deficiency is now compliant			

<p><b>General Comments</b></p> <p>The 18 year old that was employed for the summer is no longer working at facility however her file was complete and on site. Please always ensure that all staff have a complete file prior to employment and that they have signed a declaration that they have read and understood the regulations under the Act.</p> <p>Temperatures are now being taken by ear and have continued to be documented as per Covid-19 guidelines.</p> <p>A pre-planned program is being developed and educators are documenting children's learning through portfolios with crafts and learning stories. Please continue to develop this as educators are definitely on the right path.</p> <p>Licensing staff can recommend for licensing as all compliances have been met.</p>
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original signed by  
**Nancy Glendenning**  
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 Signature of Early Learning and Childcare Licensing Staff

August 28, 2020  
 \_\_\_\_\_  
 Date

original signed by  
**Crystal Fish**  
 \_\_\_\_\_  
 Signature of Operator/Designate

August 28, 2020  
 \_\_\_\_\_  
 Date