

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 Step Ahead - Bath Family Learning Centre Inc.	Licence Number 2008438	Inspection Date July 07, 2022	
Facility Name Step Ahead - Bath Family Learning Center		Telephone Number (506) 278-3959	
Address 112 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
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)	Jul 22, 2022	
Comments: There is one staff who is not holding a recognized first aid and CPR certificate. Please ensure you are checking the Worksafe NB website to see accredited first aid providers.			
12(1) An operator of a licensed facility shall obtain a criminal record check or a vulnerable sector check, as the case may be, and a check with the Department of Social Development at least every five years.	12(1)	Jul 22, 2022	
Comments: Administrator's SD check will expire in September. The criminal record check and vulnerable sector check has expired for the administrator.			
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)	Jul 22, 2022	
Comments: There is a staff missing a description of duties and responsibilities			
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)	Jul 22, 2022	
Comments: There is a staff missing a 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 (v) a copy of a criminal record check or vulnerable sector check, as the case may be.	24(1)(c)(v)	Jul 22, 2022	
Comments: Administrator is missing a current criminal record and vulnerable sector check			
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)	Jul 22, 2022	

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: There is a staff that is missing accredited first aid and CPR certification			
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: (l) management of potential illness forms provided by the Minister.	24(1)(l)	Jul 08, 2022	
Comments: These are on site but educators admitted to not using them. It is imperative that these forms be filled out accurately and promptly.			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (h) if a child has or may be affected by a disease that is required to be reported under the Public Health Act and the regulations under that Act by the operator of the licensed facility, the disease that has been reported.	25(h)	Jul 08, 2022	
Comments: Educators stated that hand, mouth and foot disease was evident in facility but the notice to inform parents was not put up where parents could view it.			
28(1) An operator of a licensed facility shall not change the allocation of space used to provide services or add to or alter any building or facility or any part of them unless the Minister has approved the changes in writing.	28(1)	Jul 22, 2022	
Comments: The part-time preschool has become a full-time preschool. As per the telephone meeting being my manager, myself and your quality assurance monitor, a change in service application must be submitted to Department before making any changes. We have not yet received your application and it is to my understanding that full-time enrollment began as of June 21, 2022. Please ensure you fill out the change in service application and forward it to the Department.			
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)	Jul 08, 2022	
Comments: The cleaner that the educators were currently using in the facility is not cleaner that is approved by the Health Department. If you choose to use javex and water, you must have test strips to test.. All bottles must be labelled appropriately. There are bottles in some of the rooms that have cleaner in them that are not labelled. Also, educators stated that they are using kiddie pools. Kiddie pools or any thing that holds standing water and does not have a filtration system is not allowed. All swimming pool regulations would then be required. You may continue to use the sprinklers.			
30(3) An operator shall maintain the indoor play area of a licensed facility to ensure the safety of the children.	30(3)	Jul 08, 2022	
Comments: Shelves and learning centres are not being kept in an orderly fashion in some of the classrooms. Learning centres should have a variety of materials and be easily accessible and on low open shelves. There is quite a bit of clutter in the classrooms and in cubby areas. All areas must be maintained and clean and organized.			
31(3) An operator shall maintain the outdoor play area of a licensed facility to ensure the safety of the children.	31(3)	Jul 11, 2022	
Comments: The wooden storage cupboard that is in the outdoor play space smelled of mold and had mice feces throughout it. Please throw away bubbles. You must call public health to find out if there is any way to sanitize the contents and the cupboard before utilizing for children. Tires also have standing water in them. Please drill holes for drainage. In the bench there are items in it that are collecting water. All items must be cleaned and sanitized before use.			
33(1) An operator of a licensed facility shall provide outdoor play area materials and equipment that are varied and in sufficient quantity for the number and ages of the children receiving services at the licensed facility.	33(1)	Jul 22, 2022	
Comments: There is evidence of learning centres in the outdoor play space but limited accessories to complement the learning centres. Toys need to be stored appropriately at the end of the day.			
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)	Jul 08, 2022	
Comments: The janitor's closet was open at time of visit which contains many harmful substances, poisons and chemicals. The key was in the door handle. Licensing staff locked the door and handed the key to an educator. Also, there was clorex in some of the classroom which is required to be locked up.			

Order for Compliance	Regulation	Date to be corrected	Date corrected
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)	Jul 22, 2022	
Comments: Medications are stored in the office fridge. The office door is left frequently open with no one inside. All medications and any toxics stored in the office must be put under lock and key. The key must be stored out of the reach of children.			
45(3) If a child has or may be affected by a disease that is required to be reported under the Public Health Act and the regulations under that Act by the operator of a licensed facility, the operator shall (a) complete the forms provided by the Minister.	45(3)(a)	Jul 08, 2022	
Comments: There was no evidence of the potential illnesses being filled out. Educators admitted to not doing them when children leave the facility. Educators were advised that when children leave the facility for any illness reason, they must fill out the potential illness form.			
45(3) If a child has or may be affected by a disease that is required to be reported under the Public Health Act and the regulations under that Act by the operator of a licensed facility, the operator shall (b) inform all parents or guardians of the children that a child has or may be affected by the disease.	45(3)(b)	Jul 08, 2022	
Comments: Educators stated that the notice of illness was posted on the door however there was no evidence of this at time of visit. Educators stated that hand, mouth and foot disease was going through the centre and there were no postings of it. Parents must be notified of illnesses within the facility and the notice of illnesses must be kept on file for a year until annual inspection is complete.			

General Comments
<p>Staff are engaged with children continuously. They were seen at their level speaking and playing with them. They redirected negative energy always being calm.</p> <p>Please be aware that the administrator requires an updated criminal record and vulnerable sector check. Also, one of the educators SD check will expire July 26, 2022. Also, there is an educator on site who does not have first aid and CPR from an accredited source.</p> <p>Educators stated that there has been no reportable incidents to report. There is limited evidence of non-reportable incidents in each classroom. Please ensure that all incidents are written down promptly and signed by parent(s) at pick up. Any time a mark has been left on a child or something questionable happens, it must be documented and signed by educators and parents.</p> <p>The hallway where the daycare is has many piled up items from classrooms in it. It is imperative that all ages are supervised during this transition. This include school age children who are outside, who may be going in to get something or are going to the washroom.</p> <p>Upon return, I will verify all noted compliance issues and look for appropriate postings, Fire Drill records, and first aid kits to ensure they meet regulations.</p>

original signed by
Nancy Glendenning

Signature of Early Learning and Childcare Licensing Staff

July 07, 2022

Date

Signature of Operator/Designate

Date