

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 The Petitcodiac Boys & Girls Club Inc.	Licence Number 2009022	Inspection Date May 26, 2022	
Facility Name Petitcodiac Boys & Girls Club Afterschool Kids Klub		Telephone Number (506) 756-2841	
Address 45 Corey Avenue Petitcodiac NB E4Z 4G3			
Name of Early Learning and Childcare Licensing Staff Sarah MacDougall		Position Title Inspector	
Order for Compliance	Regulation	Date to be corrected	Date corrected
21 A licensee shall post the following documents in a clearly visible and prominent place in the facility associated with the licence: (a) the licence; (b) a report provided under section 23; (c) an order issued under section 28; and (d) a probationary license issued under section 29.	21(a) – (d)	Apr 29, 2022	Apr 22, 2022
Comments: Administrator confirmed by email. 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: (i) the child's name, address, birth date and Medicare number,	24(1)(b)(i)	Jun 06, 2022	
Comments: During the time of the inspection, two audited children's files did not have the Medicare number or expiry date indicated. Operator must verify all children's files to ensure that they are complete.			
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: (ii) the name, address and telephone number of the child's medical practitioner.	24(1)(b)(ii)	May 06, 2022	May 26, 2022
Comments: During the time of the follow-up inspection, the name, address and telephone number of the medical practitioner was indicated in all the audited children's records. 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: (iv) the name, address and telephone number of at least two individuals authorized by the child's parent or guardian to pick up the child and to be contacted in case of an emergency if the parent or guardian cannot be reached,	24(1)(b)(iv)	May 06, 2022	
Comments: In one of the audited children's records, the full address was not indicated for the emergency contacts (the town and postal code were missing). The full address of 2 emergency contacts must be placed in the child's file in order to ensure that they are able to reach the facility within one hour in case of emergency. All children's files will need to be verified.			
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: (i) menu plans and any substitutions.	24(1)(i)	Apr 22, 2022	Apr 22, 2022
Comments: Administrator confirmed by email. Deficiency is now compliant			

Order for Compliance	Regulation	Date to be corrected	Date corrected
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (a) the daily routine.	25(a)	May 06, 2022	Apr 28, 2022
Comments: Administrator confirmed by email. Deficiency is now compliant			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (b) the weekly menus.	25(b)	Apr 29, 2022	Apr 22, 2022
Comments: Administrator confirmed by email. Deficiency is now compliant			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (d) the name of the administrator.	25(d)	Apr 29, 2022	Apr 28, 2022
Comments: Administrator confirmed by email. Deficiency is now compliant			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (e) the name and telephone number of the inspector.	25(e)	Apr 29, 2022	Apr 28, 2022
Comments: Administrator confirmed by email. Deficiency is now compliant			
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)	Apr 22, 2022	
Comments: While the inspector was present on site, operator was not present. Therefore, inspector was unable to verify if the new added play structure is in compliance with the CSA standards.			
31(3) An operator shall maintain the outdoor play area of a licensed facility to ensure the safety of the children.	31(3)	May 20, 2022	
Comments: During the time of the inspection, inspector observed that the sharp edges of the storage shed have been covered. However, there are screws protruding from the shed that need to be covered.			
33(2) Stationary equipment in the outdoor play area shall be surrounded by a protective surfacing and installed according to the manufacturer's instructions.	33(2)	Apr 29, 2022	Apr 28, 2022
Comments: Administrator confirmed by email. Deficiency is now compliant			
General Comments			

original signed by
Sarah MacDougall

Signature of Early Learning and Childcare Licensing Staff

May 26, 2022

Date

original signed by
BobbyWill

Signature of Operator/Designate

May 26, 2022

Date