

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 AMY MCEVOY	Licence Number 2010660	Inspection Date November 12, 2020	
Facility Name LITTLE STEPS CHILD CARE		Telephone Number (506) 756-3660	
Address 85 Renfrew Street Petitcodiac NB E4Z 4S6			
Name of Early Learning and Childcare Licensing Staff Janice Gauvin-Léger		Position Title Inspector	
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: (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)	Nov 03, 2020	Nov 12, 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)	Nov 03, 2020	Nov 12, 2020
Comments: Relief staff are to read and sign the consent form and place in their file. Relief staff was not on-site during follow-up inspection. Deficiency is now compliant			
27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (c) permitting the administration of medication in the circumstances set out in section 46.	27(c)	Nov 03, 2020	Nov 12, 2020
Comments: Deficiency is now compliant			
27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (d) permitting the administration of emergency care to the child.	27(d)	Nov 03, 2020	Nov 12, 2020
Comments: Deficiency is now compliant			
27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (e) permitting the child to leave the licensed facility with a person authorized by the parent or guardian.	27(e)	Oct 30, 2020	Nov 12, 2020
Comments: Deficiency is now compliant			

Order for Compliance	Regulation	Date to be corrected	Date corrected
27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (f) permitting the child to participate in an outing.	27(f)	Nov 03, 2020	Nov 12, 2020
Comments: Deficiency is now compliant			
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)	Nov 16, 2020	
<p>Comments: ELC inspector received confirmation from the Public Health Inspector that all corrective measures have been completed with the exception of the outdoor fence that would need some work. Public Health recommends for licence renewal. During follow-up inspection, the infant sleep room was no longer being used as a storage for toy bins and other materials.</p> <p>COVID-19 Inspector was completely screened upon arrival at the centre. A new group log was created in the preschool room to accommodate the 4 afterschool children that were moved for the day. Children are moved on a daily basis to help accommodate the ratios in the afterschool classroom. Inspector advised that due to the recommendation in the COVID-19 Recovery Phase Document on page 6: Physical Distancing Groups are to remain the same throughout the day. It is not acceptable to reconfigure the groups: -Facilities cannot reconfigure groups when attendance may be lower at the start of the day or as numbers dwindle at the end of the day.</p> <p>To minimize the movement of children within the facility, and manage the overall configuration of groups for the week, it is advised to limit the movement of children between groups to no more than once per week to accommodate changes in numbers due to summer vacation, the natural transitioning between age groupings and changing attendance at Summer Camps.</p> <p>Administrator is to create a group log with the name of the children that will be moving to the preschool room to help meet ratios. These children need to be added to the attendance sheet and group log to reflect the children on each room. Inspector recommends bringing some of their favourite toys over to the preschool side to help facilitate the transition. ELC inspector will refer this situation to the Quality Assurance Monitor and Health Inspector.</p>			

General Comments

A measurement form was created by ELC staff and given to the administrator on-site during time of follow-up inspection. The operator also received a copy of the measurement form by email on November 4, 2020. Measurement forms indicate that the total number of approved spaces is 29. Maximum room capacity must be respected at all times: Infant room maximum 3 spaces, Preschool room maximum 15 spaces, Afterschool room maximum 13 spaces. No more than 29 children are permitted at any one time in the facility.

original signed by
Janice Gauvin-Léger

Signature of Early Learning and Childcare Licensing Staff

November 12, 2020

Date

original signed by
Stephanie Colford

Signature of Operator/Designate

November 12, 2020

Date