

## 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 <b>Elsipogtog Band</b>		Inspection Date <b>March 30, 2026</b>
Facility Name <b>Elsipogtog Headstart</b>		Licence Number <b>2010759</b>
Address <b>361 Big Cove Road Elsipogtog First Nation NB E4W 2S3</b>		Telephone Number <b>(506) 523-8254</b>
Type of Facility <b>Full-time Early Learning and Childcare Centre</b>	Maximum Number of Children <b>35</b>	Ages of Children <b>PRESCHOOL</b>
ELCC Licensing Staff <b>Sarah Babineau</b>	Position Title <b>Quality Assurance Monitor</b>	

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)	Mar 18, 2026	Mar 30, 2026
Comments: Quality Assurance Monitoring conducted an on-site follow-up inspection and observed that the educator in question has a file containing their name, address, and date of birth.  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)	Mar 18, 2026	
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)	Mar 18, 2026	Mar 30, 2026
Comments: An on-site follow-up inspection by Quality Assurance Monitoring confirmed that the educator maintains a file containing a description of duties and responsibilities.  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)	Mar 18, 2026	
Comments: During the verification of the educators' file, it was noted that the required Acts and regulations were missing. The administrator must ensure the file is complete prior to the start date.			
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)	Mar 18, 2026	Mar 30, 2026

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: During an on-site follow-up inspection, Quality Assurance Monitoring observed that the educator in question has a copy of their Criminal record check and vulnerable sector check.</p> <p>Deficiency is now compliant</p>			
<p>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.</p>	24(1)(c)(vi)	Mar 18, 2026	
<p>Comments: During verification of the educator's file, it was observed that there was no copy of the required Social Development check on file. The administrator must ensure that all educator files are complete prior to the educator's start date. As a result, the educator was sent home until the Social Development check is completed and placed on file or submitted by email.</p>			
<p>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.</p>	24(1)(c)(vii)	Mar 18, 2026	
<p>Comments: During verification of the educator's file, it was observed that there was no valid First Aid and Cardiopulmonary Resuscitation (CPR) certificate on file. The operator must ensure that the educator is never left alone and must also ensure that a copy of the educator's course start date is added to the file.</p>			
<p>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.</p>	24(1)(d)(i)	Mar 18, 2026	Mar 30, 2026
<p>Comments: Deficiency is now compliant</p>			
<p>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.</p>	24(1)(d)(ii)	Mar 18, 2026	
<p>Comments: During verification of the educator's file, it was observed that there was no copy of the required Social Development check on file. The administrator must ensure that all educator files are complete prior to the educator's start date. As a result, the educator was sent home until the Social Development check is completed and placed on file or submitted by email.</p>			

**General Comments**

The Quality Assurance Monitor was on site to conduct a follow up inspection.

During the inspection, it was observed children transitioning from lunch time to nap time.

The ratio is respected during the follow-up inspection.

original signed by  
Sarah Babineau  
 Signature of Early Learning and Childcare Licensing Staff

April 09, 2026  
 Date

original signed by  
Rena Simon  
 Signature of Operator/Designated staff

April 09, 2026  
 Date

*"I hereby acknowledge receipt of this report"*