

## 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 Dieppe Boys and Girls Club Inc.	Licence Number 2012184	Inspection Date June 06, 2023	
Facility Name bgc Dieppe		Telephone Number (506) 857-3807	
Address 76 rue Emmanuel Dieppe NB E1A 2J5			
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)	May 18, 2023	Jun 06, 2023
Comments: The renewal inspection report is now posted. 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)	Jun 05, 2023	Jun 06, 2023
Comments: All required information was indicated in the verified 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: (c) staff member records that include (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	Jun 05, 2023	Jun 06, 2023
Comments: A description of duties and responsibilities was added to the staff's file. 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)	Jun 05, 2023	
Comments: 1 of the staff files is missing a copy of their signed statement regarding their obligations under the Act and licensing regulation. Administrator must ensure that this information is added and that proof is provided to the inspector.			
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: (g) transporting or providing for the transportation of the child.	27(g)	Jun 05, 2023	Jun 06, 2023
Comments: All required information was indicated in the verified children's records. Deficiency is now compliant			

General Comments

Ratio was respected during the inspection.

original signed by  
Sarah MacDougall

Signature of Early Learning and Childcare Licensing Staff

June 07, 2023

Date

original signed by  
Kelly Guignard

Signature of Operator/Designate

June 07, 2023

Date