

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 Dieppe Boys and Girls Club Inc.	Licence Number 2012184	Inspection Date June 03, 2025
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 Veronique Berube		Position Title Quality Assurance Monitor

Order for Compliance	Regulation	Date to be corrected	Date corrected
12(0.1)(a)(i-iii) In subsection (1), an operator of a licensed facility includes: (a) in the case of a criminal record check or a vulnerable sector check, as the case may be, (i) in the case of a corporation or unincorporated association, the directors, (ii) in the case of a partnership, the partners, and (iii) in the case of a limited partnership, the general partners;	12(0.1)(a)(i-iii)	Jun 06, 2025	
Comments: In one of the board member's files, the criminal record check/vulnerable sector check is missing. Operator, as outlined in section 12(0.1), must have a criminal record check/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: (b) child records that include: (ii) the name, address and telephone number of the child's medical practitioner.	24(1)(b)(ii)	Jun 13, 2025	
Comments: In 1 the 12 child record files verified the address of the medical practitioner is incomplete. The city part of the address was missing. The child record file must include the name, address and telephone number of medical practitioner. The operator must make sure that all child records 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: (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 13, 2025	
Comments: In 1 of the 12 child records files verified only one emergency contact is indicated. The child's record file must include the name, address and telephone number of at least 2 emergency contacts. The operator must make sure that all child records and 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: (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)	May 02, 2025	May 02, 2025
Comments: In 1 of the staff's files verified, the copy of a valid criminal record check/vulnerable sector check was missing. All staff members' files must include a copy of a valid criminal record check/vulnerable sector check. The administrator inserted a copy in the staff's file. 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)	Jun 13, 2025	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: The Quality Assurance Monitor observed that the weekly menu was not posted in a visible and prominent place in the facility. The weekly menu was posted in the kitchen. The weekly menu must be posted in a visible and prominent place in the facility.</p>			
<p>40(1) An operator of a licensed facility shall ensure that personal belongings of a child receiving services at the licensed facility that are brought to the licensed facility, including combs, brushes, toothbrushes, towels, washcloths, bedding, pacifiers and soothers, are (a) labelled with the name of the child.</p>	<p>40(1)(a)</p>	<p>Jun 13, 2025</p>	
<p>Comments: The Quality Assurance Monitor observed in one classroom that 2 out of 8 bottles of water were not labeled. Personal belongings must be labeled with the name of the child.</p>			
<p>48(2) An operator of a licensed facility may supply food to a child receiving services at the licensed facility that a parent or guardian of the child brings from the child's home if the food is labelled with the child's name and refrigerated, as required.</p>	<p>48(2)</p>	<p>Jun 13, 2025</p>	
<p>Comments: The Quality Assurance Monitor observed in one classroom that 4 out of 13 lunch boxes were not labelled with the child's name. Food brought from home must be labeled with the child's name.</p>			

General Comments

The Quality Assurance Monitor is on site to conduct the renewal inspection. The ratio was respected during the inspection.

The QAM had a discussion with the administrator regarding ibuprofen (Advil) consent in the child's file. A facility can only provide acetaminophen (Tylenol) with the parents' consent. Ibuprofen can only be provided by the parents with a signed consent form. The administrator must create another consent form with only acetaminophen to be provided with the consent of the parents. The new form must be signed by the parents and inserted in the children's file. This will be verified during the next monitoring inspection.

The QAM also observed in certain children's profiles that CPS was inserted for the emergency contact information. For emergency contacts, CPS is no longer accepted.

The QAM observed a group of children having no school for the day. The children were observed playing in the outdoor play area and then transitioning to lunchtime. The other children were observed arriving to the center after school.

original signed by
Veronique Berube

Signature of Early Learning and Childcare Licensing Staff

June 03, 2025

Date

original signed by
Kelly Guignard

Signature of Operator/Designate

June 03, 2025

Date