

## 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 Wiggles & Giggles Early Learning Center Inc.	Licence Number 2014177	Inspection Date May 27, 2025	
Facility Name Wiggles and Giggles Early Learning Center		Telephone Number (506) 939-2274	
Address 55 King Street Sackville NB E4L 3G4			
Name of Early Learning and Childcare Licensing Staff Sophie Powers		Position Title Quality Assurance Monitor	

Order for Compliance	Regulation	Date to be corrected	Date corrected
11 The qualifications and training requirements for administrators and educators are as follows: (a) an administrator and educators must hold a valid first aid certificate and a valid cardiopulmonary resuscitation certificate;	11(a)	Jun 04, 2025	
Comments: During the review of staff files, the Quality Assurance Monitor determined that one First Aid and CPR certificate was not issued by a provider recognized by WorkSafeNB. The staff member in question must obtain a valid First Aid and CPR certificate from a recognized WorkSafeNB provider or provide written confirmation from WorkSafeNB that the current certificate is recognized or exempt.			
11.1(3) A staff member who works directly with infants or preschool children shall complete in each year 10 hours of training approved by the Minister related to the curriculum used at the designated facility.	11.1(3)	May 27, 2025	May 27, 2025
Comments: During the renewal inspection, the Quality Assurance Monitor was unable to verify the completion of the required 10 hours of professional learning for two eligible staff members, as their certificates were not available on site. As per regulations, eligible educators must complete 10 hours of professional learning within the previous licensing year, and certificates of completion must be readily available for review by licensing staff during the renewal inspection. The two staff members were able to retrieve their certificates during the lunch period, and the Quality Assurance Monitor verified completion before the end of the inspection. Deficiency is now compliant			
22 The daily routine of a licensed facility shall include (b) a period of rest for a length of time that meets the needs of each infant and preschool child receiving services at the licensed facility but that does not exceed two consecutive hours unless there is a written request from a child's parent or guardian to extend the length of time.	22(b)	May 28, 2025	
Comments: During the renewal inspection, two children were observed sleeping for more than two consecutive hours without written parental consent. Educators informed the Quality Assurance Monitor that the extended rest period was based on parental requests; however, no written consent was available in the children's files at the time of the inspection.  As per regulations, rest periods must not exceed two consecutive hours unless a written request is provided by a parent or guardian. To ensure compliance, written consent from the parents must be obtained and added to the children's files			

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: (ii) the name, address and telephone number of the child's medical practitioner.	24(1)(b)(ii)	Jun 03, 2025	
Comments: The Quality Assurance Monitor verified 12 child record files. In 1 out of the 12, the name, address and telephone number of the medical practitioner is missing. The operator must ensure that all child records are complete prior to enrollment.			
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 03, 2025	
Comments: The Quality Assurance Monitor verified 12 child record files. In 1 out of the 12, the address for the 2 emergency contacts is incomplete. The operator must ensure that all child records are complete prior to enrollment.			
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)	May 27, 2025	May 27, 2025
Comments: During a review of staff files, it was noted that the administrator's Early Childhood Education (ECE) certificate was not listed among the recognized Early Childhood Education programs. The administrator informed the Quality Assurance Monitor that she had received recognition of her qualification as meeting the requirements for an ECE certificate. However, the exemption form confirming this recognition had not been included in her staff file for licensing staff to verify.  To correct the deficiency, the administrator retrieved a copy of the exemption form from another facility and immediately inserted it into her 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 (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	May 27, 2025	May 27, 2025
Comments: During the review of staff files, it was found that the description of duties was missing for one educator. As required, staff records must include a documented description of duties and responsibilities. A staff member promptly corrected the issue by adding the necessary document to the educator'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)	May 27, 2025	May 27, 2025
Comments: During the review of staff files, it was identified that one educator's signed declaration was missing. Staff records must include a signed statement acknowledging their obligations under the Act and licensing regulations. A staff member promptly addressed the issue by adding the signed declaration to the educator'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 (vi) a copy of a check with the Department of Social Development.	24(1)(c)(vi)	May 27, 2025	May 27, 2025
Comments: During a review of the staff member's file, it was noted that the Social Development check was incomplete for one educator. Staff records must include a complete copy of the Social Development check. Upon discovering the deficiency, a staff member promptly located the completed check in her email records and immediately added it to the staff member'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: (d) the name of the administrator.	25(d)	May 29, 2025	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: The administrator's information posted on the parent board is not up to date, as it still lists the previous administrator that is no longer employed. The name of the current administrator must be posted in a visible and prominent location within the facility to ensure that parents are well informed.</p>			
30(1) A full-time or part-time early learning and childcare centre shall have an indoor play area of at least 3.25 m <sup>2</sup> for each child receiving services at the centre.	30(1)	May 27, 2025	May 27, 2025
<p>Comments: During the renewal inspection, it was observed that 7 children were present in a classroom designed to accommodate only 4, based on the required minimum of 3.25 m<sup>2</sup> of indoor play space per child. This exceeded the allowable capacity for the room.</p> <p>The issue was corrected immediately. Deficiency is now compliant</p>			
30(3) An operator shall maintain the indoor play area of a licensed facility to ensure the safety of the children.	30(3)	May 27, 2025	May 27, 2025
<p>Comments: Although the indoor play area was observed to be safe and clean, safety concerns were identified in the washroom during the inspection. The Quality Assurance Monitor observed a chalkboard placed near the toilet with exposed nails, posing a risk to children. Additionally, a small storage bin was found positioned between two bathroom stalls in a way that could easily fall and potentially injure a child.</p> <p>It is the operator's responsibility to ensure that all areas of the facility are safe and free from hazards. The chalkboard was promptly removed, and the storage bin was relocated to a secure and safe location. Deficiency is now compliant.</p>			
36(4) The rest area of a full-time early learning and childcare centre and an early learning and childcare home shall allow for a space of at least 46 cm between each crib, portable playpen, cot or nap mat.	36(4)	May 27, 2025	May 27, 2025
<p>Comments: During the rest period, the Quality Assurance Monitor observed that the nap mats in two separate classrooms were positioned less than 46 cm apart. According to regulations, a minimum distance of 46 cm must be maintained between rest equipment. The nap mats were promptly repositioned to ensure compliance with this requirement. Deficiency is now compliant</p>			
39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (a) toxic products, chemical products and cleaning supplies;	39(2)(a)	May 27, 2025	May 27, 2025
<p>Comments: During the renewal inspection, Lysol wipes were found in a classroom. Toxic products, chemical products and cleaning supplies must be locked and inaccessible to children. The educator immediately stored the product in the locked storage space. Deficiency is now compliant</p>			
39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (b) medications.	39(2)(b)	May 27, 2025	May 27, 2025
<p>Comments: Although the facility has a designated locked storage space for medication, a bottle of adult vitamins and a bottle of adult Tylenol were found unlocked in the kitchen during the inspection. All medications must be stored in a locked container and remain inaccessible to children at all times.</p> <p>A staff member immediately relocated the medications to the appropriate locked storage area. Deficiency is now compliant.</p>			
48(4) If an infant is receiving services at a licensed facility, the operator shall (d) ensure that each bottle is stored with a cover in the refrigerator.	48(4)(d)	May 30, 2025	
<p>Comments: During the renewal inspection, an infant bottle was found in a lunch box without a cover. The operator must ensure that infant bottles are stored with a cover in the refrigerator.</p>			

General Comments
<p>The Quality Assurance Monitor was on site to conduct the renewal inspection.</p> <p>During the inspection, children were observed engaging in various activities, including indoor and outdoor play, eating lunch, and napping. At the conclusion of the inspection, children were observed having a snack in the outdoor play area.</p> <p>The Quality Assurance Monitor noted that one educator's first aid certificate is set to expire the day after the inspection. The educator was reminded of the upcoming expiry, and before the end of the inspection, she</p>

## General Comments

confirmed that she is registered to take the course on June 5th.

It was also observed that two inclusion support workers do not currently hold valid first aid certification—one certificate has expired, and the other is not from a WorkSafeNB-recognized provider. The Quality Assurance Monitor reminded the administrator that it is the operator's responsibility to consult the Inclusion Support Program Guidelines to determine whether valid first aid and CPR certification is required for inclusion support workers. Additionally, the administrator was reminded that if an inclusion support worker assumes the role of an educator, it becomes mandatory for them to hold a valid first aid certificate, as per regulation.

While reviewing staff professional learning records, it was found that one staff member had not yet completed the required 10 hours of professional learning for the licensing year, with 0.5 hours outstanding. The staff member must complete the required hours by May 31, the license expiry date. The certificate of completion may be emailed to the Quality Assurance Monitor before May 31 or will be verified during the next monitoring inspection.

original signed by  
Sophie Powers

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Signature of Early Learning and Childcare Licensing Staff

May 28, 2025

\_\_\_\_\_  
Date

original signed by  
Tricia Reid

\_\_\_\_\_  
Signature of Operator/Designate

May 28, 2025

\_\_\_\_\_  
Date