

## 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 WEE COLLEGE INC	Licence Number 2016123	Inspection Date September 23, 2020
Facility Name WEE COLLEGE BESSBOROUGH 1	Telephone Number (506) 204-9741	
Address 110 Athlone Avenue Moncton NB E1E 1S5		
Name of Early Learning and Childcare Licensing Staff Erin MacLaggan	Position Title Inspector	

Order for Compliance	Regulation	Date to be corrected	Date corrected
12(2) An operator of a licensed facility shall ensure that a criminal record check or a vulnerable sector check, as the case may be, and a check with the Department of Social Development is conducted on each individual before he or she becomes a staff member.	12(2)	Sep 24, 2020	
Comments: A staff member has only a CRC in her file, and not a Vulnerable Sector Check as is required. Cannot return until the VSC has been completed, is clear and a copy is placed in her file.			
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: (a) financial records.	24(1)(a)	Sep 30, 2020	
Comments: Financial records must be maintained onsite at a licensed facility. The records are maintained at a corporate office which does not meet these requirements. Records must be maintained onsite.			
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)	Sep 30, 2020	
Comments: A staff member does not have a signed statement regarding obligations under the Act & Licensing Regulation in his file. Staff must read and sign statement that he understands his obligations.			
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)	Sep 24, 2020	
Comments: A staff member has only a CRC in her file, and not a Vulnerable Sector Check as is required. A copy must be placed in her file.			
50(1) An operator of a licensed facility shall maintain a chronologically filed daily incident log relating to the health, security and well-being of the children receiving services at the licensed facility.	50(1)	Sep 30, 2020	
Comments: Incident logs must be individualized for each child. All logs for all children were filed together in a folder. Must file the logs separately for each child.			

General Comments
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original signed by \_\_\_\_\_

September 23, 2020

Erin MacLaggan

Signature of Early Learning and Childcare Licensing Staff

Date

original signed by  
Nikki Peppard

Signature of Operator/Designate

September 23, 2020

Date