

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 L'arbre de l'amitié Ltee	Licence Number 2017086	Inspection Date February 25, 2021
Facility Name Tree of Friends II	Telephone Number (506) 208-0389	
Address 285 Restigouche Road Oromocto NB E2V 2H2		
Name of Early Learning and Childcare Licensing Staff Jennifer Godin	Position Title Quality Assurance Monitor	

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 (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	Mar 04, 2021	
Comments: Operator's staff file remains incomplete. Operator's file is missing a copy of their duties and responsibilities, this was observed during February 10th, 2021 monitoring visit. Operator was provided with a comply-by date of February 12th, 2021 and remains in non-compliance today.			
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)	Feb 12, 2021	Feb 25, 2021
Comments: 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)	Feb 12, 2021	Feb 10, 2021
Comments: Deficiency is now compliant			

General Comments
There were no children present during time of follow-up inspection, as visit was during school hours.
It is the operator's responsibility to ensure that all staff files contain all required documents in them that are outlined in Regulation 24(1)(c)(i-vii).

original signed by
Jennifer Godin

Signature of Early Learning and Childcare Licensing Staff

February 25, 2021

Date

original signed by
Yasmine Bergeron

Signature of Operator/Designate

February 25, 2021

Date