

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 Atlantic Ballet Theatre of Canada Inc.	Licence Number 2017200	Inspection Date September 14, 2022	
Facility Name The School of Atlantic Ballet Arts After School Program 2		Telephone Number (506) 383-5951	
Address Unit 200 68 Highfield Street Moncton NB E1C 5N3			
Name of Early Learning and Childcare Licensing Staff Jessica Belliveau-Doiron		Position Title Inspector	

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)	Oct 13, 2022	
Comments: A staff member does not have a valid first aid certificate and a valid CPR certificate. The staff is currently registered for the course and is not left alone with children until the course is completed.			
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 16, 2022	
Comments: A staff member did not obtain a vulnerable sector check prior to employment. The staff member had to leave the facility and will be able to return once a vulnerable sector check is completed.			
20 For the purposes of section 17 of the Act, the requirements with respect to the transportation of children are as follows: (c) the driver of a motor vehicle and the motor vehicle must be in compliance with the Motor Vehicle Act and the regulations under that Act.	20(c)	Sep 22, 2022	
Comments: Vehicles used for transportation must follow the Motor Vehicle Act and the regulations. Two vehicles did not have valid insurance and are not to be used until insurance are found or are renewed.			
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)	Sep 14, 2022	Sep 14, 2022
Comments: The previous monitoring inspection was not posted in a visible and prominent place in the facility. The administrator found the monitoring inspection report and posted it on the board. 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: (ii) the name, address and telephone number of the child's medical practitioner.	24(1)(b)(ii)	Sep 22, 2022	
Comments: Several children's files are incomplete. Child records must include the name, address and telephone number of the medical practitioner.			

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: (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)	Sep 22, 2022	
Comments: Several children's files are incomplete. Child records must include the name, full address and telephone number of at least 2 emergency contacts.			
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)	Sep 22, 2022	
Comments: Some staff files did not have the job description. Each staff member should have their job description in their staff 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: (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 22, 2022	
Comments: Some staff files did not have a signed statement regarding obligations under the Act and licensing regulation. Each staff must have a signed statement confirming that staff members have read and understood his or her obligations under the Act and licensing Regulation.			
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 16, 2022	
Comments: A staff member does not have a copy of his or her vulnerable sector check in his or her staff 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: (c) staff member records that include (vii) a copy of a valid first aid certificate and a valid cardiopulmonary resuscitation certificate for each administrator and educator.	24(1)(c)(vii)	Oct 13, 2022	
Comments: A staff member does not have a copy of a valid first aid certificate and a valid CPR in the staff 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: (k) emergency evacuation and fire drill records.	24(1)(k)	Sep 14, 2022	Sep 14, 2022
Comments: Emergency evacuation and fire drills were completed but not documented for the month of April, May and June 2022 on the track sheet. The administrator found the information and filled it in. 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)	Sep 14, 2022	Sep 14, 2022
Comments: The name of the administrator was not posted in a visible and prominent place in the facility. The administrator posted the name of the administrator on the board. Deficiency is now compliant.			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (f) the name and telephone number of the members of the board of directors, if applicable.	25(f)	Sep 22, 2022	
Comments: Name and telephone numbers of board members were not posted in a visible and prominent place in the facility.			
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: (b) permitting, in the case of illness or soiled clothing, the child to shower or bathe or showering or bathing the child.	27(b)	Sep 22, 2022	

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: 1 child file did not have the consent form in her or his file. Some consent forms in children's files are incomplete.			
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: (c) permitting the administration of medication in the circumstances set out in section 46.	27(c)	Sep 22, 2022	
Comments: 1 child file did not have the consent form in her or his file. Some consent forms in children's files are incomplete.			
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: (d) permitting the administration of emergency care to the child.	27(d)	Sep 22, 2022	
Comments: 1 child file did not have the consent form in her or his file. Some consent forms in children's files are incomplete.			
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: (e) permitting the child to leave the licensed facility with a person authorized by the parent or guardian.	27(e)	Sep 22, 2022	
Comments: 1 child file did not have the consent form in her or his file. Some consent forms in children's files are incomplete.			
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: (f) permitting the child to participate in an outing.	27(f)	Sep 22, 2022	
Comments: 1 child file did not have the consent form in her or his file. Some consent forms in children's files are incomplete.			
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)	Sep 22, 2022	
Comments: 1 child file did not have the consent form in her or his file. Some consent forms in children's files are incomplete.			
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: (i) releasing information about the child to an outside organization.	27(i)	Sep 22, 2022	
Comments: 1 child file did not have the consent form in her or his file. Some consent forms in children's files are incomplete.			
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: (j) permitting photographs and videos to be taken of the child for publication or social media.	27(j)	Sep 22, 2022	
Comments: 1 child file did not have the consent form in her or his file. Some consent forms in children's files are incomplete.			
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: (k) posting photographs of the child at the licensed facility to illustrate the child's learning.	27(k)	Sep 22, 2022	
Comments: 1 child file did not have the consent form in her or his file. Some consent forms in children's files are incomplete.			

General Comments

During the renewal inspection, inspector observed children play ukulele, have snack and present a talent show.

Inspector reminded the administrator that the operator's file should be accessible on-site. First Aid kits should be verified monthly to ensure that missing items or opened items are replaced and the first aid kits are

General Comments

complete. Staff should have an attendance sheet to report their worked hours.

original signed by
Jessica Belliveau-Doiron

Signature of Early Learning and Childcare Licensing Staff

September 21, 2022

Date

original signed by
Christie Goodwin

Signature of Operator/Designate

September 21, 2022

Date