

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.

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| Name of operator The Ville Afterschool Program Ltd. | Licence Number 2018512 | Inspection Date November 12, 2020 | |
| Facility Name The Ville Afterschool Program | | Telephone Number (506) 472-7799 | |
| Address 241 Canada Street Fredericton NB E3A 4A1 | | | |
| Name of Early Learning and Childcare Licensing Staff Mary Ramsay-Irving | | Position Title Inspector | |

| 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: (i) the child's name, address, birth date and Medicare number, | 24(1)(b)(i) | Nov 27, 2020 | |
| Comments: Some child files do not have a medicare number or the medicare expiry dates have expired. Please include these. | | | |
| 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) | Nov 27, 2020 | |
| Comments: Please add a job description to the staff files and have the staff member sign it | | | |
| 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) | Nov 27, 2020 | |
| Comments: Please add a staff signed statement to the staff files indicating that they understand their obligations under the Early Childhood Services Act and Licensing regulations. | | | |
| 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) | Nov 27, 2020 | |
| Comments: | | | |
| 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) | Nov 27, 2020 | |
| Comments: | | | |
| 28(2) An operator of a licensed facility shall carry out emergency evacuation and fire drills monthly. | 28(2) | Nov 27, 2020 | |
| Comments: There hasn't been a fire drill recorded recently and so one will need to be completed as soon as possible. | | | |
| 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) | Nov 16, 2020 | |

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| Order for Compliance | Regulation | Date to be corrected | Date corrected |
| Comments: Please lock toxic products with a lock and key. | | | |

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| <p>General Comments</p> <p>When I arrived, the children were having a snack and coloring. Then they learned about pop art from one of the educators and then the children created their own pop art. The children appeared to enjoy this activity and were very imaginative. Planning by the educators was evident, and there was children's work displayed on the walls. The educators were engaged in the activities with the children and showed positive child guidance such as encouragement and gentle reminders.</p> |
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| original signed by Mary Ramsay-Irving | November 12, 2020 |
| Signature of Early Learning and Childcare Licensing Staff | Date |

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| original signed by Karen Murdock | November 12, 2020 |
| Signature of Operator/Designate | Date |