

## 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 Boys and Girls Club of Charlotte County Inc.	Licence Number 2018857	Inspection Date December 14, 2023
Facility Name BOYS AND GIRLS CLUB OF CHARLOTTE COUNTY--MILLTOWN		Telephone Number (506) 466-4300
Address 434 Milltown Blvd St. Stephen NB E3L 1J8		
Name of Early Learning and Childcare Licensing Staff Jodi Hennessey		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)	Jan 15, 2024	
Comments: Review of all staff files: *One staff First Aid/CPR expired. Cannot be alone with the children until completed. Email to Inspector once completed.			
11 The qualifications and training requirements for administrators and educators are as follows: (b) educators must have successfully completed the Introduction to Early Childhood Education course or hold an Early Childhood Education Certificate.	11(b)	Jan 15, 2024	
Comments: Review of all staff files: *One staff member requires to be enrolled in NBCF-E Training, (30 Hour).			
22 The daily routine of a licensed facility shall include (a) outdoor play for at least one hour in each four-hour block of time when the majority of children receiving services are in attendance except in the following circumstances: (i) the wind chill is below -20 °C; (ii) the temperature is below -20 °C; or (iii) the temperature is 33 °C with humidity or above.	22(a)	Dec 13, 2023	
Comments: PreK Room: * Children outside for 25 minutes in the morning. Discussed with Adminsitrator during inspection.			
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)	Jan 15, 2024	
Comments: Review of all staff files: *One staff member requires to be enrolled in NBCF-E Training, (30 Hour).			
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)	Jan 15, 2024	

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: Review of all staff files: *One staff First Aid/CPR expired. Cannot be alone with the children until completed. Email to Inspector once completed.			
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: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	Dec 13, 2023	
Comments: Room 114 PreK: *Reason child absent not recorded for December 12, 2023.  Room 115 ASP: *Two children not signed on out December 12, 2023.  Room 116 ASP: *Reason child absent not recorded for December 12, 2023.			
28(3) The premises of a licensed facility shall comply with (a) lighting, ventilation and other general health standards under the Public Health Act.	28(3)(a)	Jan 15, 2024	
Comments: Room 114 PreK: * Wall beneath window cracked. To be repaired. * Window ledge dirty, to be cleaned. * Top of air conditioner unit dusty, to be cleaned.  Room 115 ASP: * Children did not wash hands upon arrival from school. Discussed with Educators and Administrator during inspection. Recommending reviewing Public Health Handwashing Guidelines with all staff. * Window ledge dirty, to be cleaned.  Room 116 ASP: *Window ledge dirty, to be cleaned. * Top of black cabinet dusty, to be cleaned.			
32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (a) varied and in sufficient quantity for the number and ages of the children receiving services at the licensed facility.	32(1)(a)	Jan 15, 2024	
Comments: Room 114 PreK: * White glue empty. * Pencils crayons and pencils dull, to be sharpened.  Room 116 ASP: * Pencil crayons and pencils dull, to be sharpened.			
32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (d) clean and in good repair.	32(1)(d)	Jan 15, 2024	

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: Room 114 PreK: * Bookcase accumulating dirt/debris, to be cleaned. * Grey chair (cozy corner), cover ripped, to be replaced. * Stuffed animal bin accumulating dirt/debris, to be cleaned. * Rug cozy area dirty, to be vacuumed daily. * Bins, art centre, accumulating dirt/debris, to be cleaned. * Bins block centre, accumulating dirt/debris, to be cleaned. * Train table, top broken, to be repaired/discarded. * Baby bath station dirty, to be cleaned.  Room 115 ASP: * Play kitchen bins accumulating dirt/debris, to be cleaned. * Art shelf bins accumulating dirt/debris, to be cleaned. * Lego table bins accumulating dirt/debris, to be cleaned. * Block area, white bins accumulating dirt/debris, to be cleaned. * Game shelf, some boxes ripped.  Room 116 ASP: * Block shelf dirty, to be cleaned. * White, black, blue bins (storage) accumulating dirt debris, to be cleaned. * Bookcase, some books ripped to be replaced. * Grey rug dirty, to be cleaned. * Blue, green, red bins kitchen area, accumulating dirt/debris, to be cleaned. * Art shelf dirty to be cleaned. * Green art bins accumulating dirt/debris, to be cleaned.			
33(3) An operator of a licensed facility shall complete a monthly review and maintenance plan on all stationary equipment that includes the following information: (a) the review and repair dates; (b) the action required and the action taken; and (c) the name of the staff member who conducted the review.	33(3)	Dec 29, 2023	
Comments: Playground checklist not completed for outside school playground. This is to be completed monthly.			

General Comments
<p>A renewal inspection occurred today.</p> <p>Discussed classroom routine and ensuring that the children go outside for at least an hour for each four-hour block of time at the centre.</p> <p>Discussed that Educators who have yet to complete their 10 hours of required Professional Learning have until the license expiration date of January 31, 2024, to complete. Discussed the Professional Learning Guidelines and sent information about this to the Administrator.</p> <p>Discussed the crack on the wall and that a work order is required to complete where the facility is in a school.</p> <p>Discussed Educators engaging with children in their learning environments.</p> <p>Positive child guidance techniques were observed being used in the preschool learning environment.</p> <p>The children were observed during morning snack, inside play, lunch, quiet time, school-age children arriving from school. Recommending reviewing handwashing procedures with all staff as per the Public Health guidelines.</p>

original signed by  
Jodi Hennessey

Signature of Early Learning and Childcare Licensing Staff

December 14, 2023

Date

original signed by  
Anna Teed

Signature of Operator/Designate

December 14, 2023

Date