

## Early Learning and Childcare Facility Inspection Report

Type of Inspection:  
Follow-Up 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 January 28, 2025	
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 Kiesha Cobbett		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 28, 2025	Jan 28, 2025
Comments: Review of Staff Files: Seven staff members without a copy of a valid first aid certificate and a valid cardiopulmonary resuscitation certificate. To be added. Deficiency is now compliant			
12(3) An operator of a licensed facility shall ensure that a criminal record check or a vulnerable sector check, as the case may, and a check with the Department of Social Development is conducted on each staff member and associated person at least every five years.	12(3)	Jan 28, 2025	Jan 28, 2025
Comments: Review of Staff Files: One staff member without a valid Social Development check. To be added. Deficiency is now compliant			
21 The daily activities of a licensed facility shall be purposely planned in advance and documented and shall respond to the capabilities, needs and interests of each child and shall include (a) time and space for and a free choice of play experiences for exploration and discovery.	21(a)	Jan 28, 2025	Jan 28, 2025
Comments: Licensing staff observed a child bring a bucket over to the sink to fill with water. One educator went over to the child and stopped the child from filling up with bucket. The child asked to fill the bucket to play in the water table and the educator said no. Licensing staff had a conversation with the site supervisor on how this was a missed play experience for the child. Site supervisor informed licensing staff that they have a child who, dumps all of the water out of the bins. Site supervisor, educators, and inclusion support workers to come up with a plan to keep the water table filled and open for all children to have free choice of play experiences. 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: (i) the child's name, address, birth date and Medicare number,	24(1)(b)(i)	Jan 28, 2025	Jan 28, 2025
Comments: Random Review of Child Files: One child missing Medicare number. To be added. 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)	Jan 28, 2025	Jan 28, 2025

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: Random Review of Child Files: Six children missing name, address and telephone number of medical practitioner. To be added. 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: (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)	Jan 28, 2025	Jan 28, 2025
Comments: Random Review of Child Files: Two children missing name, address and telephone number of at least two emergency contacts. To be added. 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: (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 28, 2025	Jan 28, 2025
Comments: Review of Staff Files: One staff member without a copy of Early Childhood certificate or diploma. To be added. Three inclusion support workers without a copy of Tools for Inclusion. To be added. 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: (c) staff member records that include (vi) a copy of a check with the Department of Social Development.	24(1)(c)(vi)	Jan 28, 2025	Jan 28, 2025
Comments: Review of Staff Files: One staff member without a valid Social Development check. To be added. 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: (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 28, 2025	Jan 28, 2025
Comments: Review of Staff Files: Seven staff members without a copy of a valid first aid certificate and a valid cardiopulmonary resuscitation certificate. To be added. 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: (j) smoke alarm, smoke detector and fire extinguisher inspection and maintenance records.	24(1)(j)	Jan 28, 2025	Jan 28, 2025
Comments: Smoke alarm, smoke detector and fire extinguisher inspection and maintenance records have not been completed for September, October, November, and December 2024. Site supervisor to ensure these are completed monthly moving forward. Deficiency is now compliant			
28(2) An operator of a licensed facility shall carry out emergency evacuation and fire drills monthly.	28(2)	Jan 28, 2025	Jan 28, 2025
Comments: Monthly emergency evacuation and fire drills have not been completed for September, October, November, and December 2024. Site supervisor to ensure these are completed monthly moving forward. Deficiency is now compliant			
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 28, 2025	Jan 28, 2025

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: Pre-School Room: Foot stool broken and collecting dirt and debris. To be cleaned. Deficiency is now compliant Paint required throughout the room Operator to obtain work order from school district and provided a copy to inspector. Deficiency is now compliant. Work order has been submitted to inspector. Quality Assurance Monitor to follow up on next Monitoring Inspection. Wall behind garbage can dirty. To be cleaned. Deficiency is now compliant</p> <p>After-School Room One: Foot stool broken and collecting dirt and debris. To be cleaned. Deficiency is now compliant</p> <p>After-School Room Two: Foot stool broken and collecting dirt and debris. To be cleaned. Deficiency is now compliant</p>			
30(3) An operator shall maintain the indoor play area of a licensed facility to ensure the safety of the children.	30(3)	Jan 28, 2025	Jan 28, 2025
<p>Comments: Pre-School Room: Clutter accumulating on back shelf. To be organized. Deficiency is now compliant Floors dirty. To be cleaned. Deficiency is now compliant</p>			
31(6) The outdoor play area of a full-time or part-time early learning and childcare centre at which services are provided to infants or preschool children shall be enclosed with a fence at least 1.22 m in height with a gate that is secured at all times when the children are present.	31(6)	Jan 28, 2025	Jan 28, 2025
<p>Comments: Outdoor fenced in play area - two areas of fencing unsafe. Main gate has a gap, between brick wall and gate. This gap is big enough for a child to escape. To the right of the main gate, there is a section of fencing that is pushed up. Because of it being pushed up, a child could escape under the fence. Operator to obtain work order from school district and provided a plan to licensing staff on how they will keep the children safe. Deficiency is now compliant. Work order has been submitted to inspector. Quality Assurance Monitor to follow up on next Monitoring Inspection.</p>			
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 28, 2025	Jan 28, 2025
<p>Comments: After-School Room one: Block and Construction Area - The block and construction area was lacking in materials. More materials to be added. Operator/ Administrator to review Appendix 24, Suggested Materials and Equipment for Art and Creative Area, in the Operator's Manual. Deficiency is now compliant</p>			
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 28, 2025	Jan 28, 2025
<p>Comments: Pre-School Room: Dress-up rack collecting dirt and debris. To be cleaned. Deficiency is now compliant Little Tikes play kitchen collecting dirt and debris. To be cleaned. Deficiency is now compliant Play dishes collecting dirt and debris. To be cleaned. Deficiency is now compliant Shelf with puzzles and blocks collecting dirt and debris. To be cleaned. Deficiency is now compliant Bookshelf collecting dirt and debris. To be cleaned. Deficiency is now compliant Music shelf collecting dirt and debris. To be cleaned. Deficiency is now compliant Table in dramatic play area broken. To be discarded and replaced. Deficiency is now compliant Children's cubby baskets collecting dirt and debris. To be cleaned. Deficiency is now compliant</p> <p>After-School Room One: Lego shelf collecting dirt and debris. To be cleaned. Deficiency is now compliant Playdough shelf collecting dirt and debris. To be cleaned. Deficiency is now compliant Chair covers stained and torn. To be discarded and replaced. Deficiency is now compliant</p> <p>After School Room Two: Foam mats around room stained. To be discarded and replaced. Deficiency is now compliant Dress-up rack collecting dirt and debris. To be cleaned. Deficiency is now compliant</p>			

Order for Compliance	Regulation	Date to be corrected	Date corrected
33(1) An operator of a licensed facility shall provide outdoor play area materials and equipment that are varied and in sufficient quantity for the number and ages of the children receiving services at the licensed facility.	33(1)	Jan 28, 2025	Jan 28, 2025
Comments: No outdoor activities / materials were brought outside today. Educators to pack a wagon / tote, with outside materials - examples of materials: chalk, art and crafts, blanket and books, etc. Deficiency is now compliant			
33(2) Stationary equipment in the outdoor play area shall be surrounded by a protective surfacing and installed according to the manufacturer's instructions.	33(2)	Jan 28, 2025	Jan 28, 2025
Comments: Fenced in play area - more mulch is required under the swings and the bottom of the slides. Surfacing to be raked and spread out, under all slides, and swings. Deficiency is now compliant. Work order has been submitted to inspector. Quality Assurance Monitor to follow up on next Monitoring Inspection.			
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)	Jan 28, 2025	Jan 28, 2025
Comments: A monthly review and maintenance plan has not been completed on all stationary equipment showing: the review and repair dates; the action required and taken; and the name of the staff completing the review. Site supervisor to ensure this review happens monthly and is recorded. Deficiency is now compliant			
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)	Jan 14, 2025	Jan 28, 2025
Comments: Pre-School Room: Resolve cleaner and shaving cream on top of shelf unlocked. To be locked and inaccessible to children. All purpose cleaner under sink unlocked. To be locked and inaccessible to children. Deficiency is now compliant  After-School Room Two: Lysol under sink unlocked. To be locked and inaccessible to children. Deficiency is now compliant			
41(3) An operator of a licensed facility shall (a) post diaper-changing procedures in diaper-changing areas.	41(3)(a)	Jan 28, 2025	Jan 28, 2025
Comments: Diaper changing procedures not posted in the change area. To be posted. Deficiency is now compliant			
49(1) An operator of a licensed facility shall ensure that the guidance of the children receiving services at the licensed facility is positive and includes positive reinforcement, encouraging efforts and recognizing accomplishments.	49(1)	Jan 14, 2025	Jan 28, 2025
Comments: Pre-School Room: One educator observed using a stern tone with a child after the child hit the educator. Licsening staff spoke to site supervisor. Site supervisor to go over child positive guidelines with pre-school educators. One educator observed shrugging their shoulders at a child who became visibly upset. Educator left the child under the lego table crying. Licsening staff spoke to site supervisor. Site supervisor to go over child positive guidelines with pre-school educators. Deficiency is now compliant			

General Comments
A Follow up inspection occurred today.
All deficiencies are now compliant.
Facility is recommended for licensing.

original signed by  
Kiesha Cobbett

Signature of Early Learning and Childcare Licensing Staff

January 28, 2025

Date

original signed by  
Natasha Reid

January 28, 2025

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Signature of Operator/Designate

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Date