New Nouveau Brunswick

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		Inspection Date
Gunningsville Baptist Church Inc.		November 05, 2026
Facility Name		**Licence Number**
GBC Early Learning Centre		2003952
Address		**Telephone Number**
160 Old Coach Road Riverview NB E1B 1N8		(506) 377-8536
Type of Facility	**Maximum Number of Children**	**Ages of Children**
Full-time Early Learning and Child Care Centre	51	PRESCHOOL
ELCC Licensing Staff	**Position Title**	
Sophie Powers	Quality Assurance Monitor	

Order for Compliance	Regulation	Date to be corrected	Date corrected

General Comments

The Quality Assurance Monitor is on site to conduct a monitoring inspection.

During the visit, the following elements were verified:
- Child-to-staff ratios
- New staff members' files
- Child records and signed consents
- Required postings
- Medication records
- Health and nutrition practices
- Child guidance and supervision

When the QAM arrived at the facility, most groups were playing outdoors while others were engaged in indoor activities such as reading books and free play. By the end of the inspection, all groups had spent time outdoors enjoying the beautiful sunny weather.

A discussion was held with the administrator regarding new staff members' files. All staff files must be complete prior to the staff member's first day of employment. The QAM noted that three to four staff files were incomplete at the time of the inspection; however, the administrator was able to locate or print the missing documentation during the visit. For future inspections, all staff files must be complete and readily available for review by licensing staff.

Another discussion was held regarding the new legislative requirements, specifically section 12(2.1), which states that a Criminal Record Check or Vulnerable Sector Check must be conducted no more than three months before an individual becomes a staff member. Moving forward, all new staff members must obtain their Criminal Record Check and/or Vulnerable Sector Check within the three-month period prior to the commencement of employment.

The QAM and administrator also discussed requirements for volunteers and Board of Directors (BOD) members who may be required to work in ratio. If a volunteer or BOD member is counted in ratio, they must have a staff

General Comments
file on site containing all required documentation, including a signed declaration, job description, and valid first aid certification. If they are not counted in ratio, they are only required to have the applicable checks on file as outlined in section 12(0.1) of the Regulation.

original signed by
Sophie Powers — November 06, 2026
Signature of Early Learning and Childcare Licensing Staff — Date

original signed by
Matt LeBlanc — November 06, 2026
Signature of Operator/Designated staff — Date

"I hereby acknowledge receipt of this report"