

## 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 Elm City Childcare Ltd.	Licence Number 2021009	Inspection Date November 03, 2023	
Facility Name School of Discoveries		Telephone Number (506) 440-6458	
Address 150 Cowperthwaite Street Fredericton NB E3A 9Y5			
Name of Early Learning and Childcare Licensing Staff Joanne Voyer Page		Position Title Quality Assurance Monitor	
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: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	Nov 03, 2023	Nov 03, 2023
Comments: Deficiency is now compliant. This was corrected during the inspection visit. Attendance is being tracked, however licensing staff noticed at nap time a child was not signed in on the attendance record in another classroom. To keep accurate attendance records, and when children are moving to another classroom during nap, that the child is signed out and signed in on the other attendance record. This was discussed with the operator. and to commence this practice going forward.			
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: (l) management of potential illness forms provided by the Minister.	24(1)(l)	Nov 03, 2023	Nov 03, 2023
Comments: These are being recorded; however licensing staff noticed that one incident report was missing the date and the time of day the child left the facility due to an illness. Please review with educators the importance of completing forms and ensuring parents sign the form.			
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)	Nov 03, 2023	Nov 03, 2023
Comments: Though licensing staff observed staff taking children to the washroom to wash hands, as per discussed with the operator, please review with staff to ensure they reinforce the practice of appropriate hand washing procedures with children as this helps with reducing the spread of illness in children and staff rather than using wipes in place of handwashing.			
40(1) An operator of a licensed facility shall ensure that personal belongings of a child receiving services at the licensed facility that are brought to the licensed facility, including combs, brushes, toothbrushes, towels, washcloths, bedding, pacifiers and soothers, are (a) labelled with the name of the child.	40(1)(a)	Nov 06, 2023	
Comments: Please label the cribs and cots in the infant nap room.			
50(1) An operator of a licensed facility shall maintain a chronologically filed daily incident log relating to the health, security and well-being of the children receiving services at the licensed facility.	50(1)	Nov 03, 2023	Nov 03, 2023

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: Incidents are being recorded by educators. Licensing staff discussed with the Operator as per section 6.6 to update the form to show the 'time of day' and the 'care provided'.			

**General Comments**

Monitoring visit performed.

Administrative records were reviewed - attendance, infant toddler records, fire drills, new staff information, napping schedule, incident reports, cleaning schedule, and outdoor maintenance checklist is being recorded and all in order. In regard to incident reports, please read above comment.

Children were in outdoor play this AM and they came indoors to eat lunch before nap. Educators were observed assisting when necessary. The educator in the older preschool group encourages children to be independent and to clean up after eating snacks and lunch or after play.

Some educators keep journals for tracking daily programming, others use a calendar. Documentation of children's learning is posted outside classrooms, but there is also evidence of children's interests inside the classroom.

The classrooms are neatly organized, clean, and inviting and toys, equipment and materials are assessable to children.

In regard to open fire pits, this is a great opportunity for children to experience this type of activity. I would recommend that you get signed parent consents to ensure everyone is aware and to store this information in the child's file for school age children that participate in this activity. The Operator has a safety plan in place, and I would add this to your parent handbook. It would be your responsibility to check with your insurance company as they provide the liability coverage.

Please keep the bin covered in the outdoor play area to keep toys and equipment protected from the weather.

original signed by  
Joanne Voye Page  
Signature of Early Learning and Childcare Licensing Staff

November 03, 2023  
Date

original signed by  
Amanda Donaher  
Signature of Operator/Designate

November 03, 2023  
Date