

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 Tree Tops Daycare Inc.	Licence Number 2021120	Inspection Date February 11, 2025	
Facility Name Tree Tops Daycare Inc.		Telephone Number (506) 653-8350	
Address 445 St. Martins Road Saint John NB E2S 1E4			
Name of Early Learning and Childcare Licensing Staff Kiesha Cobbett		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: (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)	Feb 25, 2025	
Comments: Random Review of Child Files: Four children missing second emergency contact information. To be added.			
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: (v) the child's health history and a copy of the record of immunizations or a copy of an exemption.	24(1)(b)(v)	Feb 25, 2025	
Comments: Random Review of Child Files: One child missing immunization record. To be added.			
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)	Feb 25, 2025	
Comments: Review of All Staff Files: One staff member missing Tools for Inclusion certificate. To be added.			
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)	Feb 25, 2025	
Comments: Review of All Staff Files: Five staff members require new job descriptions. To be added.			
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)	Feb 25, 2025	

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: Two's Washroom: Paint chipped under sink. To be painted. Threes: Paint chipped behind garbage can. To be painted. Fours: One plastic mat broken outside classroom. To be discarded.			
31(3) An operator shall maintain the outdoor play area of a licensed facility to ensure the safety of the children.	31(3)	Feb 25, 2025	
Comments: Two blue snow bricks broken. To be discarded.			
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)	Feb 25, 2025	
Comments: Twos: Alphabet Train puzzle box torn. To be discarded. Sensory bin accumulating dirt and debris. To be cleaned. Carpet under sensory bin folding up along the edges causing tripping hazard. To be fixed or replaced.			
47(1) An operator of a licensed facility shall refuse admission to a child if satisfactory proof of the immunizations required by the Public Health Act or the regulations under that Act is not provided.	47(1)	Feb 25, 2025	
Comments: Random Review of Child Files: One child missing immunization record. To be added.			

General Comments
<p>A renewal inspection occurred today.</p> <p>Twos Room: The children were observed sitting with their educator in the cozy corner. The educator read two stories about dinosaurs to the children. When the educator was done reading, the children took out bins of toy dinosaurs to play with. Licensing staff observed the children during the following times: Bum changes, hand washing, snack, lunch time, and nap time.</p> <p>Threes Room: The children were observed in a group art activity, where they made hats with large pieces of paper and decorated them using markers, stamps and stickers. The children were then observed playing in the dramatic play area with their educator.</p> <p>Fours Room: The children were observed in a group science activity, where they mixed different colors of paint and rice in large zip lock bags. The children then poured the rice and paint mixtures out on flat baking sheets where the rice could dry. Later in the afternoon, once the colored rice was dried, the children added the colored rice to their sensory bins. Their educator added mixing cups, spoons, and dishes to the bins.</p> <p>Mixed Room: Some of the children were observed in a group art activity, where they used scissors to cut pieces of construction paper into strips, and decorated them using markers, stamps, string, and stickers. With the help of their educators, they turned their creations into hats. The other children in the room were observed making forts out of blankets.</p> <p>School-age Room: As the school-aged children arrived, they went inside and geared up to go sliding out back. Once the children were ready, the educator brought them outside and the children took turns sliding down the hill. The children asked the educator if they could bury her in the snow, and the educator gladly said yes. The children took turns covering the educator and their friends with snow.</p> <p>Documentation and pictures of the children were displayed around the room in each classroom environment. This allows children to revisit their previous play experiences.</p> <p>The following records were reviewed: Incident logs, fire drills, educator professional learning hours, and daily</p>

General Comments
attendance sheets.
All staff files were viewed, and a random review of the children files were completed.

original signed by Kiesha Cobbett	February 13, 2025
_____ Signature of Early Learning and Childcare Licensing Staff	_____ Date

original signed by Dana Whitenect	February 13, 2025
_____ Signature of Operator/Designate	_____ Date