

## 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 Boys and Girls Club of Charlotte County Inc.	Licence Number 2022107	Inspection Date September 18, 2025
Facility Name Boys and Girls Club St. Stephen Elementary School		Telephone Number (506) 466-4300
Address 16 Kings Court St. Stephen NB E3L 3X7		
Name of Early Learning and Childcare Licensing Staff Amanda Wills		Position Title Quality Assurance Monitor

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)	Sep 27, 2024	Apr 02, 2025
Comments: Deficiency is now compliant			
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)	Sep 26, 2025	
Comments: The outdoor play areas have a limited variety and quantity of materials for all children. The Operator must ensure to provide outdoor play area materials and equipment that are varied and available in sufficient quantity for all children present. Examples of materials to add to enhance creativity and engagement include child-sized shovels, buckets, funnels, bubbles, watering cans, various-sized balls, art materials, and outdoor games such as bean bag toss, parachutes, hula hoops, frisbees, skipping ropes, etc.			

General Comments
<p>A Monitoring Inspection occurred September 18, 2025</p> <p>The children were observed engaging in a variety of activities across both indoor and outdoor environments, including transitions between the two.</p> <p>Indoors, the children were observed drawing, participating in open-ended art activities, and eating snacks.</p> <p>Outdoors, they were observed using the stationary equipment, playing tag, engaging in imaginative play as a family, and constructing a base and a seesaw in the wooded play area.</p> <p>Positive child guidance techniques were observed throughout the facility—educators were at the children's level, providing appropriate supervision, using positive language, offering choices, and assisting children in decision-making.</p> <p>A prominent area was designated for posting the facility's license, current monitoring reports, and any orders for</p>

## General Comments

compliance. Additional documents observed included incident logs, daily attendance records, daily information sheets.

A conversation took place with the administrator regarding the following items:

- Updating the parent board with current Quality Assurance Monitoring information.
- Ensuring both the Monitoring and Renewal Reports are visible on the parent board.
- Posting the evacuation plan at the back exit.
- Updating staff job descriptions to reflect their current duties.
- Outdoor stationary equipment to be checked during outdoor play to ensure swings and slides are surrounded by protective surfacing of appropriate depth.

original signed by  
Amanda Wills

\_\_\_\_\_  
Signature of Early Learning and Childcare Licensing Staff

September 19, 2025

\_\_\_\_\_  
Date

original signed by  
Natasha Reid

\_\_\_\_\_  
Signature of Operator/Designate

September 19, 2025

\_\_\_\_\_  
Date