

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 YMCA OF GREATER SAINT JOHN INC.	Licence Number 2023070	Inspection Date October 19, 2023	
Facility Name YMCA of Greater Saint John St. Mark's After School Program 2		Telephone Number (506) 650-3665	
Address 50 Dexter Drive Saint John NB E2M 4M4			
Name of Early Learning and Childcare Licensing Staff Britta Garnett		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: (c) staff member records that include (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	Oct 23, 2023	Oct 19, 2023
Comments: One staff file missing Job Description. New staff file review. Supervisor was able to provide Job Description during inspection. 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 (iv) a signed declaration confirming that the staff member has read and understood his or her obligations under the Act and this Regulation.	24(1)(c)(iv)	Oct 23, 2023	Oct 19, 2023
Comments: One staff file missing Signed Statement. New staff file review. Supervisor was able to provide Signed Statement during inspection. 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 (v) a copy of a criminal record check or vulnerable sector check, as the case may be.	24(1)(c)(v)	Oct 19, 2023	Oct 19, 2023
Comments: One staff file missing Criminal Record Check. New staff file review. Supervisor was able to provide proof of CRC during inspection. 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)	Oct 19, 2023	Oct 19, 2023
Comments: One staff file missing SD Check. New staff file review. Supervisor was able to provide proof of SD Check during inspection. Deficiency is now compliant.			

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: (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)	Oct 19, 2023	
Comments: One staff member has not completed First Aid/CPR training. Staff not to be left alone until training is complete. Certificate to be added to file.			
30(3) An operator shall maintain the indoor play area of a licensed facility to ensure the safety of the children.	30(3)	Oct 31, 2023	
Comments: Room #5: Window ledge - unclear. To be cleaned.			
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)	Oct 31, 2023	
Comments: Room #5: Window blinds - unclear. To be cleaned.			

<p>General Comments</p> <p>Monitoring Inspection:</p> <p>Children and staff observed engaged in a variety of activities this afternoon including art, block play and sensory play. Educator observed engaging in conversations with the children.</p> <p>Discussed purposeful planning with site supervisor during inspection. They are currently working on documenting daily plans.</p> <p>Hand washing routines observed. Monthly fire drills are documented. Cereal and yogurt was served for snack.</p>

original signed by Britta Garnett	October 19, 2023
Signature of Early Learning and Childcare Licensing Staff	Date
original signed by C. Wilson	October 19, 2023
Signature of Operator/Designate	Date