

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.

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| Name of operator Moncton Boys and Girls Club Inc. | Licence Number 2023108 | Inspection Date May 14, 2025 | |
| Facility Name BGC Moncton Afterschool Program | | Telephone Number (506) 855-7288 | |
| Address 15 EVERETT St Moncton NB E1C 3Z6 | | | |
| Name of Early Learning and Childcare Licensing Staff Stephanie Hickey | | 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: (b) child records that include: (ii) the name, address and telephone number of the child's medical practitioner. | 24(1)(b)(ii) | May 30, 2025 | |
| Comments: Of the 8 child records reviewed, one was missing the name, address, and telephone number of the child's medical practitioner. The Quality Assurance Monitor reminded the administrator that each child record must include this information. If a child does not have a medical practitioner, a note must be added to the file indicating this or stating that the child is on a waitlist to obtain one. The Quality Assurance Monitor also recommended including a date on the note to facilitate follow-up with parents. | | | |
| 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) | May 30, 2025 | |
| Comments: Of the 8 child records reviewed, one was missing the address for both emergency contacts, and another had only one emergency contact listed. The Quality Assurance Monitor reminded the administrator that each child record must include the name, telephone number, and complete address for at least two emergency contacts. | | | |
| 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) | May 09, 2025 | May 09, 2025 |
| Comments: During the renewal inspection, the Quality Assurance Monitor observed that the First Aid and CPR certificate in one staff file had expired. This was brought to the administrator's attention, who promptly provided the updated certificate. 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) | May 09, 2025 | May 09, 2025 |

| Order for Compliance | Regulation | Date to be corrected | Date corrected |
|---|------------|----------------------|----------------|
| Comments: During the renewal inspection, the Quality Assurance Monitor noted that the signed staff statement regarding obligations under the Act and licensing regulations was missing from one file. The administrator was informed and promptly provided the missing document. Deficiency is now compliant. | | | |
| 30(3) An operator shall maintain the indoor play area of a licensed facility to ensure the safety of the children. | 30(3) | May 09, 2025 | May 09, 2025 |
| Comments: During the renewal inspection, the Quality Assurance Monitor observed a plug outlet that was detached from the wall, exposing wiring and posing a potential hazard to children. The Quality Assurance Monitor brought this to the administrator's attention, and the issue was addressed and repaired immediately. Deficiency is now compliant. | | | |
| 39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (a) toxic products, chemical products and cleaning supplies; | 39(2)(a) | May 09, 2025 | May 09, 2025 |
| Comments: During the renewal inspection, the Quality Assurance Monitor observed cans of shaving cream stored in a cabinet that was not locked by key. The Quality Assurance Monitor reminded the administrator that all toxic products must be stored in a cabinet secured with a key lock. The administrator immediately removed the shaving cream and stored it in a locked space. Deficiency is now compliant. | | | |
| 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) | May 30, 2025 | |
| Comments: During the renewal inspection, the Quality Assurance Monitor observed two water bottles that were not labeled with the children's names. The Quality Assurance Monitor reminded the administrator that all personal belongings must be clearly labeled with the child's name. | | | |
| 48(2) An operator of a licensed facility may supply food to a child receiving services at the licensed facility that a parent or guardian of the child brings from the child's home if the food is labelled with the child's name and refrigerated, as required. | 48(2) | May 30, 2025 | |
| Comments: During the renewal inspection, the Quality Assurance Monitor observed six lunch boxes that were not labeled with the children's names. The Quality Assurance Monitor reminded the administrator that all food brought from home must be clearly labeled with the child's name. | | | |

| General Comments |
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| <p>The Quality Assurance Monitor was on site to conduct the renewal inspection. Throughout the visit, child-to-staff ratios were maintained.</p> <p>During the inspection, the Quality Assurance Monitor observed children arriving from school, eating snacks, and preparing to go outside to play.</p> <p>A discussion took place between the administrator and the Quality Assurance Monitor regarding individuals not affiliated with the daycare who use other rooms in the facility as office space. The Monitor observed that a staff member from a newcomer youth service was using Room 113 and was seen moving around the facility while children were present. The Monitor inquired whether these individuals had completed Criminal Record and Vulnerable Sector Checks and whether Social Development had verified these on site. The administrator provided the required documentation. The Monitor emphasized the importance of not allowing children to roam unsupervised in common areas, such as the hallway to the washroom, especially when external personnel are present. The administrator confirmed that children are supervised at all times.</p> <p>Another discussion was held regarding staff interaction with children during snack time. The Quality Assurance Monitor noted that one staff member used a tone that was overly direct, frequently giving commands such as "Sit down," "Stop doing that," "Sit and eat," and "It's time to eat." At one point, the staff member raised their voice and said "SIT" to a child. The administrator acknowledged being aware of this issue and stated it had already been addressed with the staff member, with a follow-up conversation planned. The Quality Assurance Monitor reminded the administrator that positive child guidance practices must be used at all times.</p> |

General Comments

The Quality Assurance Monitor also observed challenges during a group's transition from the classroom to the gym. The children were lined up against the wall but were brought back into the classroom shortly after. The group was then lined up again, and the educator reminded the children of their promise to remain quiet during attendance. When children spoke out of turn, the educator restarted the attendance process multiple times, which continued for approximately five minutes. This caused children to become restless. When one child left for the washroom, the educator asked the group to wait for their return. At this point, the administrator intervened and advised the educator to bring the rest of the group into the gym, stating they would wait for the child who was using the washroom. The Quality Assurance Monitor provided recommendations to the administrator that may be shared with the educator to help reduce transition time and promote smoother routines.

original signed by
Stephanie Hickey

Signature of Early Learning and Childcare Licensing Staff

May 13, 2025

Date

original signed by
Colby Stright

Signature of Operator/Designate

May 13, 2025

Date