

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 Moncton Boys and Girls Club Inc.	Licence Number 2023108	Inspection Date February 26, 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: (i) the child's name, address, birth date and Medicare number,	24(1)(b)(i)	Mar 07, 2025	
Comments: In 7 child record verified the Quality Assurance Monitor noticed that in one file, the child's Medicare number was not documented. All child records must have the child's Medicare number documented.			
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)	Mar 07, 2025	
Comments: In 7 child record verified the Quality Assurance Monitor noticed that in one file there was no medical practitioner document and in another file the address and telephone number of the medical practitioner was not documented. All child record must have the name, address and telephone number of the child's medical practitioner.			
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)	Mar 07, 2025	
Comments: In 7 child record verified the Quality Assurance Monitor noticed that in one of the files the contact number for the emergency contact was the same for both emergency contact and in one file the emergency contact information was missing the full address of the emergency contact. All child records must have the name , address and telephone number of the at least 2 emergency contact.			
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)	Mar 07, 2025	
Comments: While entering a new staff member in the system, the Quality Assurance Monitor noticed that the staff in question did not have a copy of the signed statement regarding obligations under the Act and licensing regulations in their file. All staff member's record must have a copy of the signed statement regarding obligation under the Act and licensing regulation.			

General Comments

The Quality Assurance Monitor is on site to conduct a monitoring inspection.
Child-to-staff ratio is maintained during the visit.

The Quality Assurance Monitor verified:

- Daily activities
- Child guidance practices

During the monitoring inspection, the Quality Assurance Monitor also observed children eating snack and playing indoor.

original signed by
Stephanie Hickey

Signature of Early Learning and Childcare Licensing Staff

February 26, 2025

Date

original signed by
Jimmy Hickey

Signature of Operator/Designate

February 26, 2025

Date