

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 283002	Inspection Date October 16, 2023
Facility Name YMCA OF GREATER SAINT JOHN ROTHESAY AFTER SCHOOL PROGRAM		Telephone Number (506) 847-7584
Address 230 Eriskay Drive Rothesay NB E2E 5G7		
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 16, 2023	
Comments: One staff file missing Job Description. To be added. New staff file review. Supervisor was able to provide digital proof of Job Description during inspection. Ensure files of relief staff are on site.			
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 16, 2023	
Comments: One staff file missing Signed Statement. To be added. New staff file review. Supervisor was able to provide digital proof of Signed Statement during inspection. Ensure files of relief staff are on site.			
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 16, 2023	
Comments: One staff file missing Criminal Record Check. To be added. New staff file review. Supervisor was able to provide digital proof of Criminal Record Check during inspection. Ensure files of relief staff are on site.			
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 16, 2023	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: One staff file missing Social Development Check. To be added. New staff file review. Supervisor was able to provide digital proof of Social Development Check during inspection. Ensure files of relief staff are on site.</p>			
<p>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.</p>	<p>24(1)(c)(vii)</p>	<p>Oct 16, 2023</p>	
<p>Comments: One staff file missing First Aid Certificate. To be added. New staff file review. Supervisor was able to provide digital proof of First Aid Certificate during inspection. Ensure files of relief staff are on site.</p>			
<p>32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (d) clean and in good repair.</p>	<p>32(1)(d)</p>	<p>Oct 23, 2023</p>	
<p>Comments: Main Room: One art bin in poor repair. To be replaced.</p>			

General Comments
<p>Monitoring Inspection:</p> <p>Children and educators observed during indoor play, transition times, and snack time. The environment is set up with variety of materials and invitations for the children to explore. Purposeful planning is evident through documentation, invitations and materials that have been added to environment that support the children's current interests.</p> <p>The walls within the main environment are beginning to show signs of wear and tear. Painting will be required before Renewal Inspection.</p> <p>Hand washing routines observed. Monthly Fire Drills are documented. Granola and yogurt were served for snack.</p>

original signed by
Britta Garnett

Signature of Early Learning and Childcare Licensing Staff

October 16, 2023

Date

original signed by
Dylan Bouck

Signature of Operator/Designate

October 16, 2023

Date