

## Early Learning and Childcare Facility Inspection Report

Type of Inspection:  
Follow-Up 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 Unicorn Children's Center Inc.	Licence Number 322012	Inspection Date October 16, 2020
Facility Name UNICORN TOO		Telephone Number (506) 387-8508
Address 404 Cleveland Avenue Riverview NB E1B 1Y2		
Name of Early Learning and Childcare Licensing Staff Janice Gauvin-Léger		Position Title Inspector

Order for Compliance	Regulation	Date to be corrected	Date corrected
21 The daily activities of a licensed facility shall be purposely planned in advance and documented and shall respond to the capabilities, needs and interests of each child.	21	Oct 16, 2020	Oct 16, 2020
Comments: 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: (b) child records that include: (i) the child's name, address, birth date and Medicare number,	24(1)(b)(i)	Oct 20, 2020	
Comments: During time of follow-up inspection the inspector audited 5 child files. One child didn't have her profile in her file. Inspector mentioned the importance of having this information in the child's file at all time.			
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)	Oct 20, 2020	
Comments: During time of follow-up inspection the inspector audited 5 child files. One child didn't have her profile in her file. Inspector mentioned the importance of having this information in the child's file at all time.			
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: (iii) the name, address and home and work telephone numbers of the child's parent or guardian,	24(1)(b)(iii)	Oct 20, 2020	
Comments: During time of follow-up inspection the inspector audited 5 child files. One child didn't have her profile in her file. Inspector mentioned the importance of having this information in the child's file at all time.			
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)	Oct 20, 2020	
Comments: During time of follow-up inspection the inspector audited 5 child files. One child didn't have her profile in her file. Inspector mentioned the importance of having this information in the child's file at all time. The complete adresse for the emergency contacts were missing from 2 of the 5 audited files. Inspector discussed the importance of this information with the administrator on site.			

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 20, 2020	
Comments: Facility has a new administrator on site. The administrator's job description was not in the file. Administrator must have proper job description in file.			
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: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	Oct 02, 2020	Oct 16, 2020
Comments: Deficiency is now compliant			
24(2) The records and documents referred to in subsection (1) shall be maintained for at least one year after the record or document is made.	24(2)	Oct 02, 2020	Oct 16, 2020
Comments: 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)	Oct 02, 2020	Oct 16, 2020
Comments: Deficiency is now compliant			
50(1) An operator of a licensed facility shall maintain a chronologically filed daily incident log relating to the health, security and well-being of the children receiving services at the licensed facility.	50(1)	Oct 16, 2020	Oct 16, 2020
Comments: Deficiency is now compliant			

#### General Comments

##### COVID-19

During time of inspection the inspector was fully screened upon arrival. Children and staff were observed wearing masks at all time.

Inspector discussed with the new administrator on site the importance of the child profile and emergency contact information. Inspector also discussed the renewal inspection with the administrator.

original signed by  
Janice Gauvin-Léger

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

October 16, 2020

\_\_\_\_\_  
Date

original signed by  
Lindsay Cochrane

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

October 16, 2020

\_\_\_\_\_  
Date