

## 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 Salisbury Boys & Girls Inc.	Licence Number 333020	Inspection Date November 06, 2023	
Facility Name Salisbury Boys and Girls Club		Telephone Number (506) 372-5873	
Address 2699 Fredericton Road Salisbury NB E4J 2E1			
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
10(1) The number of educators that are required for a group of children of mixed ages receiving services at a full-time or part-time early learning and childcare centre is calculated as follows: (a) by multiplying the number of children of the same age by the corresponding factor set out in Schedule A; and (b) by adding the results obtained under paragraph (a).	10(1)	Nov 06, 2023	Nov 06, 2023
Comments: When the Quality Assurance Monitor arrived on site and was verifying ratio, the educator was not able to provide an accurate number of children. The educator asks another educator how many children was present. The other educator started counting on the attendance sheet and said there were 12 children. The Quality Assurance Monitor only counted 11 children, the Quality Assurance Monitor asked the educators again how many children were present and explained that the Quality Assurance Monitor only counted 11. The educators then explained that one child had left at lunch and that's why the educators thought 12 kids were present. The Quality Assurance Monitor reminded the educators of the importance of knowing how many children are present at all times. Deficiency is now compliant.			
12(2) An operator of a licensed facility shall ensure that a criminal record check or a vulnerable sector check, as the case may be, and a check with the Department of Social Development is conducted on each individual before he or she becomes a staff member.	12(2)	Oct 30, 2023	Nov 03, 2023
Comments: The administrator sent a photo of the criminal record check \ vulnerable sector check of the staff in questions to the Quality Assurance Monitor via email. Deficiency is now compliant.			
12(3) An operator of a licensed facility shall ensure that a criminal record check or a vulnerable sector check, as the case may, and a check with the Department of Social Development is conducted on each staff member and associated person at least every five years.	12(3)	Oct 27, 2023	Nov 03, 2023
Comments: The administrator sent a photo of the criminal record check \ vulnerable sector check of the staff in questions to the Quality Assurance Monitor via email. 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: (v) the child's health history and a copy of the record of immunizations or a copy of an exemption.	24(1)(b)(v)	Oct 30, 2023	Nov 06, 2023
Comments: All 5 child records verified had copy of the immunization record. 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 (v) a copy of a criminal record check or vulnerable sector check, as the case may be.	24(1)(c)(v)	Oct 30, 2023	Nov 03, 2023
Comments: The administrator sent a photo of the criminal record check\vulnerable sector check for the staff in questions to the Quality Assurance Monitor via email. 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: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	Nov 06, 2023	Nov 06, 2023
Comments: When the Quality Assurance Monitor arrived on site, the Quality Assurance Monitor noticed an educator quickly filling the attendance sheet, marking kids in an out. When the Quality Assurance Monitor asked to see the attendance sheet, the Quality Assurance Monitor one child wasn't marked in or out. When the Quality Assurance Monitor asked the educator if the child was absent, the educator explained that the child had only come for prekindergarten upstairs so the child was marked in and out upstairs. The Quality Assurance Monitor reminded the educator that if a child is absent the child should be crossed out on the attendance sheet with the reason of his absent. The educator immediately marked the kid out with the reason of his absent. 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 30, 2023	Nov 06, 2023
Comments: All cubbies being occupied were labelled with the child's name. Deficiency is now compliant.			
47(1) An operator of a licensed facility shall refuse admission to a child if satisfactory proof of the immunizations required by the Public Health Act or the regulations under that Act is not provided.	47(1)	Oct 30, 2023	Nov 06, 2023
Comments: All 5 child records verified had copy of the immunization record. Deficiency is now compliant.			
51(1) An operator of a licensed facility shall complete an incident report on a form provided by the Minister if one of the following incidents occurs while a child is receiving services at the licensed facility: (a) the child is missing or temporarily unsupervised; (b) a fire or other disaster occurs at the facility; (c) a motor vehicle accident or an injury occurs during the transit of the child; (d) an illness or injury requires the transfer of the child to a hospital; or (e) the child dies.	51(1)	Oct 27, 2023	Oct 27, 2023
Comments: The administrator sent an incident report to the Quality Assurance Monitor via email. Deficiency is now compliant.			
51(3) The operator of a licensed facility shall (c) forward the original to the Minister within 24 hours of the incident.	51(3)(c)	Oct 27, 2023	Oct 27, 2023
Comments: The administrator sent an incident report to the Quality Assurance Monitor to report the incident as soon as the Quality Assurance Monitor reminded the operator that an incident report must be sent within 24 hours of the incident. Deficiency is now compliant.			

### General Comments

The Quality Assurance Monitor is on site for a follow-up inspection. While on site the Quality Assurance Monitor was able to observe children waking up from nap time. The Quality Assurance Monitor was also able to observe children during story time.

The Quality Assurance Monitor was also able to observe school age children arriving from school.

original signed by  
Stephanie Hickey

November 06, 2023

Signature of Early Learning and Childcare Licensing Staff

Date

original signed by  
Jacqueline Lewis

---

Signature of Operator/Designate

November 06, 2023

---

Date