

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.

Name of operator Salisbury Boys & Girls Inc.	Licence Number 333020	Inspection Date June 06, 2025	
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 Celina Boudreau Chiasson		Position Title Quality Assurance Monitor	
Order for Compliance	Regulation	Date to be corrected	Date corrected
11.1(3) A staff member who works directly with infants or preschool children shall complete in each year 10 hours of training approved by the Minister related to the curriculum used at the designated facility.	11.1(3)	Jun 13, 2025	
Comments: During the renewal inspection, The Quality Assurance Monitor observed that 2 eligible staff members are missing 0.5 hours of professional learning in the past licensing year. All eligible staff members must complete 10 hours of professional learning in the past licensing year. The administrator shared that the 2 staff members did complete a webinar; however, the reflection sheets for this webinar is not completed. The administrator also shared that they would have a discussion with the 2 staff members regarding the missing reflection sheet.			
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)	Jun 13, 2025	
Comments: During the renewal inspection, the Quality Assurance Monitor observed that in 1 of the 12 child files verified, one of the two listed emergency contacts was the child's parent. All children's files must include at least two emergency contacts, other than the parent or guardian, who must be able to pick up the child in the event of an emergency.			
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)	Jun 13, 2025	
Comments: During the renewal inspection, the Quality Assurance Monitor observed that the copy of the child's immunization record, or a copy of an exemption, is missing in 1 of the 12 child files verified. Each child record must include a copy of the child's immunization record or a copy of an exemption.			
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)	Jun 06, 2025	Jun 06, 2025

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: During the renewal inspection, the Quality Assurance Monitor observed that in one classroom, 5 children were not recorded as present on the attendance records. The Quality Assurance Monitor also observed that in a second classroom, 1 child was not recorded as present on the attendance records. Attendance records must be accurate and reflect all children present at any given time. The staff members in each classroom immediately added all present children on the attendance records. Deficiency is now compliant			
26(2) The operator of a licensed facility shall require the parent or guardian referred to in subsection (1) to sign a declaration confirming that he or she has read and understood the content of the handbook.	26(2)	Jun 13, 2025	
Comments: During the renewal inspection, the Quality Assurance Monitor observed that the signed statement from the parent confirming they have read and understood the parent handbook is missing in 1 of the 12 child files verified. The operator must ensure that the signed statement from the parent confirming they have read and understood the parent handbook is filled out by the parents in each child file.			
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)	Jun 06, 2025	Jun 06, 2025
Comments: During the renewal inspection, the Quality Assurance Monitor observed one bottle of disinfecting wipes stored out of reach of children in a classroom cabinet. All toxic products, chemical products, and cleaning supplies must be locked and inaccessible to children. The administrator immediately locked the bottle of disinfecting wipes. 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)	Jun 13, 2025	
Comments: During the renewal inspection, the Quality Assurance Monitor observed that the proof of the child's immunizations is missing in 1 out of the 12 child files verified. The operator must ensure they receive proof of the child's immunizations before admission.			

General Comments
<p>The Quality Assurance Monitor is on site for the renewal inspection.</p> <p>The Quality Assurance Monitor is present during outdoor play, lunch, nap, and indoor play.</p> <p>The Quality Assurance Monitor observed the school age children arriving at the facility from an outing. The Quality Assurance Monitor also observed a staff member reading a book to the children.</p> <p>The Quality Assurance Monitor had a discussion with the administrator regarding how many elected members are being parents/guardians of children receiving services. The administrator shared that they currently don't have any elected members being parents/guardians of children receiving services. The administrator also shared that they are currently updating all documents, and the board of directors will be updated. The board of directors must have at least 5 elected members, 20% being parents and guardians of children receiving services.</p> <p>The ratio is respected during the visit.</p>

original signed by
Celina Boudreau Chiasson

Signature of Early Learning and Childcare Licensing Staff

June 06, 2025

Date

original signed by
Jacqueline Lewis

Signature of Operator/Designate

June 06, 2025

Date