

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 Dieppe Boys and Girls Club Inc.	Licence Number 333028	Inspection Date May 11, 2023
Facility Name bgc Dieppe 2		Telephone Number (506) 857-3807
Address 76 rue Emmanuel Dieppe NB E1A 2J5		
Name of Early Learning and Childcare Licensing Staff Sarah MacDougall		Position Title Inspector

Order for Compliance	Regulation	Date to be corrected	Date corrected
11 The qualifications and training requirements for administrators and educators are as follows: (a) an administrator and educators must hold a valid first aid certificate and a valid cardiopulmonary resuscitation certificate;	11(a)	Jun 05, 2023	
Comments: 1 educator has a first aid and cardiopulmonary resuscitation certificate; however it does not meet the licensing standards. Administrator must ensure that the educator receives the proper certification and that a copy of the certificate is placed the staff's files.			
11 The qualifications and training requirements for administrators and educators are as follows: (b) educators must have successfully completed the Introduction to Early Childhood Education course or hold an Early Childhood Education Certificate.	11(b)	May 18, 2023	
Comments: 1 educator must be complete the Introduction to ECE course or hold an ECE certificate. Administrator must ensure that this educator is registered for one or the other and that the course is completed.			
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)	Jun 05, 2023	
Comments: 2 of the staff files are missing a copy of their job description. This was added to one staff's file during the inspection. Administrator must ensure that this is placed in the other staff's 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: (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)	Jun 05, 2023	
Comments: 2 of the staff files are missing a signed statement regarding their obligations under the Act and licensing regulation. This was added to one staff's file during the inspection. Administrator must ensure that this is placed in the other staff's 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: (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.	24(1)(c)(vii)	Jun 05, 2023	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: 1 educator has a first aid and cardiopulmonary resuscitation certificate; however it does not meet the licensing standards. Administrator must ensure that the educator receives the proper certification and that a copy of the certificate is placed the staff's files.</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: (f) daily attendance records of the children on forms provided by the Minister.</p>	24(1)(f)	May 11, 2023	
<p>Comments: During the renewal Inspection, inspector observed that one child's name and arrival time was not indicated on the daily attendance record. This information was added immediately.</p> <p>Inspector also observed that the absence codes are not consistently used on the daily attendance records. Administrator must ensure that these codes are used to indicate the reason for the child's absence.</p>			
<p>25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (e) the name and telephone number of the inspector.</p>	25(e)	May 11, 2023	May 11, 2023
<p>Comments: The name of the inspector was not posted in a visible and prominent place in the facility. This was added during the inspection. The name and contact information of the quality assurance monitor was also updated. Deficiency is now compliant</p>			
<p>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;</p>	39(2)(a)	May 11, 2023	May 11, 2023
<p>Comments: Inspector found 4 bottles of shaving cream in an upper cabinet in a classroom, 2 bottles of disinfectant wipes, bug spray bottles and bottle of Febreze aerosol in upper cabinets in another classroom. All toxic products must be placed under lock and key. Administrator placed these under lock and key during the inspection. Deficiency is now compliant</p>			
<p>41(1) A licensed facility at which services are provided to children who wear diapers shall have a sturdy surface that is (a) equipped with rails or safety straps.</p>	41(1)(a)	May 11, 2023	May 11, 2023
<p>Comments: The diaper changing station is equipped with safety straps. However, Inspector observed that the educator did not use the safety strap during the diaper change. This was addressed with the educator, who used it immediately. Deficiency is now compliant</p>			
<p>43 An operator of a licensed facility shall not permit hot beverages in areas that are occupied by the children receiving services at the licensed facility, including the outdoor play area.</p>	43	May 11, 2023	May 11, 2023
<p>Comments: 2 staff members were seen with hot beverages while in the presence of the children. Hot beverages are not permitted in areas in which children occupy. Hot beverages are not permitted to be in insulated mugs with lids. This was addressed with the educators, who placed their hot beverages elsewhere. Deficiency is now compliant</p>			
<p>45(3) If a child has or may be affected by a disease that is required to be reported under the Public Health Act and the regulations under that Act by the operator of a licensed facility, the operator shall (a) complete the forms provided by the Minister.</p>	45(3)(a)	May 11, 2023	
<p>Comments: Potential illness forms are used as required. However, inspector observed that some information on these forms is missing, such as the child's last name and the parent's signature that they have picked up the child after being notified of the potential illness. Administrator must ensure that all required information is indicated on these forms.</p>			
<p>46(2) Despite subsection (1), the operator of a licensed facility may administer acetaminophen to a child if the parent or guardian of the child gives written or oral consent.</p>	46(2)	May 11, 2023	
<p>Comments: 1 record of administration of acetaminophen is missing the parents' signature. Administrator must ensure that written parental consent is provided when medication is provided to a child.</p>			

Order for Compliance	Regulation	Date to be corrected	Date corrected
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)	May 11, 2023	May 11, 2023
Comments: Inspector was advised that the facility had an unexpected closure approximately 2 weeks ago, as there was no electricity in the building. An incident report was not provided to the Quality Assurance Monitor. Incident reports must be filled out and provided to the QAM with in 24 hours of the incident occurring. Administrator sent a copy of the incident report to their QAM. 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)	May 11, 2023	May 11, 2023
Comments: Inspector was advised that the facility had an unexpected closure approximately 2 weeks ago, as there was no electricity in the building. An incident report was not provided to the Quality Assurance Monitor. Incident reports must be filled out and provided to the QAM with in 24 hours of the incident occurring. Administrator sent a copy of the incident report to their QAM. Deficiency is now compliant			

General Comments
<p>During the Renewal Inspection, inspector observed indoor play, morning snack, outdoor play, the lunch period as well as the rest period. Inspector observed positive interactions between the educators and the children, such as getting on their level to interact with them, as well as comfort them when upset. Educators and children were heard singing songs while getting ready to go outside.</p> <p>Reminder to ensure that all water bottles and lunch boxes are labelled with the child's name.</p> <p>Reminder to ensure that parents sign all incident logs to confirm their awareness of a situation.</p> <p>A discussion was had with the administrator regarding ensuring that all substitutions to the menu and food provided to the children is documented.</p> <p>Ratio was respected during the inspection.</p>

original signed by
Sarah MacDougall

 Signature of Early Learning and Childcare Licensing Staff

_____ May 12, 2023
 Date

original signed by
Kelly Guignard

 Signature of Operator/Designate

_____ May 12, 2023
 Date