

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 Dieppe Boys and Girls Club Inc.	Licence Number 333028	Inspection Date June 06, 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: 3 of the staff do not currently hold a valid first aid and cardiopulmonary resuscitation certificate. Administrator must ensure that a copy of the certificate is added to the staff's files and that they are not left alone with children until the certificate is received. A copy of the certificates must be provided to the inspector.			
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	Jun 06, 2023
Comments: Educator has been registered for required course. 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: (c) staff member records that include (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	Jun 05, 2023	Jun 06, 2023
Comments: A description of duties and responsibilities has been added to the staff's file. 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: (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's files are missing a signed statement regarding their obligations under the Act and licensing regulation. Administrator must ensure that this is added and that proof is provided to the inspector.			
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	
Comments: 3 of the staff files are missing a copy of a valid first aid and cardiopulmonary resuscitation certificate in their file. Administrator must ensure that a copy of the certificate is added to the staff's files and that they are not left alone with children until the certificate is received. A copy of the certificates must be provided to the inspector.			

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: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	May 11, 2023	Jun 06, 2023
Comments: Inspector observed that some of the absence codes were not indicated on the daily attendance record. This was addressed with the educator, who added them immediately. Deficiency is now compliant			
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.	45(3)(a)	May 11, 2023	Jun 06, 2023
Comments: A discussion was had with Administrator regarding ensuring that these documents indicate all required information. Deficiency is now compliant			
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.	46(2)	May 11, 2023	Jun 06, 2023
Comments: A discussion was had with Administrator regarding ensuring that these documents indicate all required information. Deficiency is now compliant			

General Comments

Ratio was respected during the inspection.

original signed by
Sarah MacDougall

Signature of Early Learning and Childcare Licensing Staff

June 07, 2023

Date

original signed by
Kelly Guignard

Signature of Operator/Designate

June 07, 2023

Date