

## 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 The Spotted Toad Day Care Inc.	Licence Number 360022	Inspection Date January 25, 2023	
Facility Name The Spotted Toad Day Care		Telephone Number (506) 536-1498	
Address 19 Charlotte Street Sackville NB E4L 3T2			
Name of Early Learning and Childcare Licensing Staff Erika Hickey		Position Title Quality Assurance Monitor	
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)	Feb 27, 2023	
<p>Comments: While verifying a new staff member's file, the Quality Assurance Monitor observed that the staff member had a Adult-Child-Infant CPR AED Standard First Aid (Level C) from Healthsaver. The Quality Assurance Monitor asked the administrator if they have verified that this is an equivalent to the Workplace Standard First Aid Level C that is required. The administrator confirmed that they had not verified but that they would look into registering this staff member to redo their First Aid Certification as the whole staff members have booked a training class. The Quality Assurance Monitor has advised that the staff member cannot be left alone with a group of children until they have either confirmed that this certification is an equivalence or if they have received a valid First Aid Certification.</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: (c) staff member records that include (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	Jan 27, 2023	
<p>Comments: During the monitoring inspection, the Quality Assurance Monitor observed that a staff member's description of duties and responsibilities was missing in their file. The administrator must ensure that a description of duties and responsibilities is placed in the staff's file.</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: (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)	Jan 27, 2023	
<p>Comments: During the monitoring inspection, the Quality Assurance Monitor observed that a staff member's signed statement regarding obligations under the Act and licensing regulations was missing from their staff records. The staff member must read the Early Childhood Services Act and Licensing Regulations and sign a statement that they understand their obligations under this Act and the Licensing Regulations.</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: (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)	Feb 27, 2023	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: While verifying a new staff member's file, the Quality Assurance Monitor observed that the staff member had a Adult-Child-Infant CPR AED Standard First Aid (Level C) from Healthsaver. The Quality Assurance Monitor asked the administrator if they have verified that this is an equivalent to the Workplace Standard First Aid Level C that is required. The administrator confirmed that they had not verified but that they would look into registering this staff member to redo their First Aid Certification as the whole staff members have booked a training class. The Quality Assurance Monitor has advised that the staff member cannot be left alone with a group of children until they have either confirmed that this certification is an equivalence or if they have received a valid First Aid Certification. A copy must be placed in the staff file.</p>			

General Comments
<p>The Quality Assurance Monitor is on site for a monitoring inspection. The Quality Assurance Monitor is on site during lunch time and nap time.</p> <p>The ratio was respected at all times during the inspection and the Quality Assurance Monitor was able to observe an educator being attentive to a child's need and respected their needs and comfort. Once the child had regulated, the educator remained attentive to the child and stayed close to the child while still supervising and guiding the other children during a transitional moment.</p> <p>The Quality Assurance Monitor was able to confirm that the medications were locked and made inaccessible to the children during the inspection. The administrator has confirmed that medications used for anaphylactic shock is stored safely but easily accessible to the educators. The administrator has confirmed that only the child's parents can provide medication, with the exception of acetaminophen. Medication that is non-prescribed are only accepted if they are in the original child safe container with the original label and labelled with the child's name and dosage. The administrator confirms that when they receive prescribed medication, that the medication is also labelled with the doctor's name, instructions for use, and the time period for use.</p> <p>The administrator has confirmed that parents must notify them of their child's absence and must indicate if the absence is due to illness or other reasons. The administrator confirmed that if a child becomes ill while they are at the facility that they are separated from the other children to be provided with care until someone is able to pick up the child, within one hour of notification of illness. The administrator validated that children are provided with medical assistance is required and that the management of potential illness forms are completed as required. The administrator confirmed that the parents are advised when a child has a communicable disease or illness.</p> <p>The administrator was able to show that the administration of medical records are evident and has validated that parent provide written or oral permission to give acetaminophen. The administrator confirmed that when parents provide oral permission to give acetaminophen, a written confirmation is given when they pick up their child. The administrator has confirmed that the administration of medication records are kept for each child as indicated in regulation 24(3).</p> <p>The Quality Assurance Monitor was able to observe easily accessible space provided for each child's personal belonging. The Quality Assurance Monitor also observed that the personal belongings were labelled with the name of the child and that they were stored separately for each child. The administrator validated that the personal belongings are only used for the intended child.</p>

original signed by  
Erika Hickey

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

January 25, 2023

\_\_\_\_\_  
Date

original signed by  
Morgan Brine

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

January 25, 2023

\_\_\_\_\_  
Date