

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 The Spotted Toad Day Care Inc.	Licence Number 360022	Inspection Date April 26, 2024
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 Sarah MacDougall-LeBlanc		Position Title Inspector

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)	Apr 26, 2024	Apr 26, 2024
Comments: Inspector observed an educator go into the kitchen to grab a cloth to wash the table while the children were napping. Direct supervision must be maintained at all times for preschool aged children. This was addressed with the educator, who placed themselves in the classroom to ensure the children were supervised. Deficiency is now compliant			
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)	May 10, 2024	
Comments: A relief staff does not have a valid first aid and cardiopulmonary resuscitation certificate. Administrator indicates that they are registered to complete it next Friday. Once the course is complete, administrator must ensure that a copy of the certificate is added to the staff's file. The staff is not permitted to be alone with the children until the certification is obtained.			
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 10, 2024	
Comments: The institution from which an educator obtained their Early Childhood Education certificate is not indicated on the list of educational institutions with recognized ECE programs. Administrator must submit an exemption request or must ensure that the educator receives required certification.			
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)	Apr 26, 2024	Apr 26, 2024
Comments: A staff member's vulnerable sector check is incomplete. This was addressed with the Administrator. The educator obtained the required verification during the inspection. 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)	May 08, 2024	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: A staff member's vulnerable sector check has expired. Administrator must ensure that the staff obtains a new vulnerable sector check, as this must be completed every 5 years.</p>			
<p>21 The daily activities of a licensed facility shall be purposely planned in advance and documented and shall respond to the capabilities, needs and interests of each child.</p>	21	May 10, 2024	
<p>Comments: Inspector observed that the programming is not documented daily. Administrator must ensure that programming is documented daily and that this is based on the children's interests.</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: (b) child records that include: (i) the child's name, address, birth date and Medicare number,</p>	24(1)(b)(i)	Apr 26, 2024	Apr 26, 2024
<p>Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant</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: (b) child records that include: (ii) the name, address and telephone number of the child's medical practitioner.</p>	24(1)(b)(ii)	May 10, 2024	
<p>Comments: 1 out of 6 verified children's records is missing the name, address and telephone number of the medical practitioner. Administrator must ensure that all children's records indicate all required information.</p> <p>A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward.</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: (b) child records that include: (iii) the name, address and home and work telephone numbers of the child's parent or guardian,</p>	24(1)(b)(iii)	Apr 26, 2024	Apr 26, 2024
<p>Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant</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: (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,</p>	24(1)(b)(iv)	Apr 26, 2024	Apr 26, 2024
<p>Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant</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: (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.</p>	24(1)(b)(v)	May 10, 2024	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: 3 out of 6 verified children's records is missing a copy of the child's immunization record or a copy of the exemption form. Administrator must ensure that all children's records indicate all required information.</p> <p>A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward.</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: (b) child records that include (viii) any written consent given by the child's parent or guardian.</p>	24(1)(b)(viii)	Apr 26, 2024	Apr 26, 2024
<p>Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant</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: (c) staff member records that include (v) a copy of a criminal record check or vulnerable sector check, as the case may be.</p>	24(1)(c)(v)	Apr 26, 2024	Apr 26, 2024
<p>Comments: A staff member's file is missing a copy of their vulnerable sector check. Administrator added this information in the staff's file immediately. Deficiency is now compliant</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: (c) staff member records that include (vi) a copy of a check with the Department of Social Development.</p>	24(1)(c)(vi)	Apr 26, 2024	Apr 26, 2024
<p>Comments: The operator's Social Development check was not placed in their file. Administrator added this information in the operator's file immediately. Deficiency is now compliant</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: (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.</p>	24(1)(c)(vii)	May 10, 2024	
<p>Comments: A relief staff does not have a valid first aid and cardiopulmonary resuscitation certificate. Administrator indicates that they are registered to complete it next Friday. Once the course is complete, administrator must ensure that a copy of the certificate is added to the staff's file. The staff is not permitted to be alone with the children until the certification is obtained.</p>			
<p>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.</p>	26(2)	Apr 26, 2024	Apr 26, 2024
<p>Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant</p>			
<p>27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (b) permitting, in the case of illness or soiled clothing, the child to shower or bathe or showering or bathing the child.</p>	27(b)	Apr 26, 2024	Apr 26, 2024

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant</p>			
<p>27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (c) permitting the administration of medication in the circumstances set out in section 46.</p>	27(c)	Apr 26, 2024	Apr 26, 2024
<p>Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant</p>			
<p>27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (d) permitting the administration of emergency care to the child.</p>	27(d)	Apr 26, 2024	Apr 26, 2024
<p>Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant</p>			
<p>27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (e) permitting the child to leave the licensed facility with a person authorized by the parent or guardian.</p>	27(e)	Apr 26, 2024	Apr 26, 2024
<p>Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant</p>			
<p>27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (f) permitting the child to participate in an outing.</p>	27(f)	Apr 26, 2024	Apr 26, 2024
<p>Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant</p>			
<p>27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (g) transporting or providing for the transportation of the child.</p>	27(g)	Apr 26, 2024	Apr 26, 2024
<p>Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant</p>			

Order for Compliance	Regulation	Date to be corrected	Date corrected
27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (h) permitting the child to participate in testing or research projects.	27(h)	Apr 26, 2024	Apr 26, 2024
Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant			
27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (i) releasing information about the child to an outside organization.	27(i)	Apr 26, 2024	Apr 26, 2024
Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant			
27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (j) permitting photographs and videos to be taken of the child for publication or social media.	27(j)	Apr 26, 2024	Apr 26, 2024
Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant			
27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (k) posting photographs of the child at the licensed facility to illustrate the child's learning.	27(k)	Apr 26, 2024	Apr 26, 2024
Comments: A staff member's family member was on-site during the inspection. A discussion was had with the Administrator, who indicates that the child is under the age of 12 years. The child left the premises with the staff member after approximately 10 minutes. Administrator explained the circumstances as to why the child was on-site today and indicates that this is not a regular occurrence. Inspector informed Administrator that all children under the age of 12 who are present on-site require a complete child record. Administrator confirmed that the child will not be present on-site moving forward. Deficiency is now compliant			
28(3) The premises of a licensed facility shall comply with (b) codes and standards under the Fire Prevention Act.	28(3)(b)	Apr 26, 2024	
Comments: Inspector observed a child safety lock on an emergency exit door. In order to ensure that the children are able to exit the building in a timely manner in the case of an emergency, administrator must ensure that this is removed.			
30(1) A full-time or part-time early learning and childcare centre shall have an indoor play area of at least 3.25 m ² for each child receiving services at the centre.	30(1)	Apr 26, 2024	Apr 26, 2024
Comments: During the inspection, Inspector observed 6 children in a room that only permits 3 children. Required changes were made in order to ensure that each child has 3.25m ² of indoor play space. Deficiency is now compliant			
30(3) An operator shall maintain the indoor play area of a licensed facility to ensure the safety of the children.	30(3)	May 03, 2024	
Comments: Inspector observed 2 nails sticking out of the wall in a classroom upstairs. Administrator must ensure that these are removed in order to ensure the safety of the children.			
31(3) An operator shall maintain the outdoor play area of a licensed facility to ensure the safety of the children.	31(3)	May 03, 2024	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: A Little Tikes play structure is cracked in certain areas, which is potential hazard to the children. Administrator indicates that they are aware and will ensure that this is removed.</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;	39(2)(a)	Apr 26, 2024	Apr 26, 2024
<p>Comments: Inspector found 4 bottles of shaving cream that were unlocked. Two bottles were located on a high shelf downstairs and two bottles were found in a cabinet upstairs. All toxic products must be placed under lock and key. These were all locked during the inspection. Deficiency is now compliant</p>			
39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (b) medications.	39(2)(b)	Apr 26, 2024	Apr 26, 2024
<p>Comments: Inspector found a bottle of nasal spray in the kitchen. All medications must be placed under lock and key. The staff ensured that the medication was brought off-site. Deficiency is now compliant</p>			
41(3) An operator of a licensed facility shall (a) post diaper-changing procedures in diaper-changing areas.	41(3)(a)	Apr 26, 2024	
<p>Comments: Inspector observed that the diaper changing procedures are posted, however they are not posted where the diaper changes occur. Administrator moved the diaper changing procedures to an appropriate place. Inspector also observed that a child did not wash their hands following a diaper change. Administrator and educators must revise the diaper changes procedures (Appendix 22), and ensure that these are followed.</p>			
50(2) The operator of a licensed facility shall inform the parent or guardian of a child involved in an incident on the day the incident takes place and shall ensure that the parent or guardian signs the daily log to confirm their awareness.	50(2)	Apr 26, 2024	
<p>Comments: 4 verified incident logs were not signed by the parents. Administrator must ensure that parents sign the incident log the day that an incident has occurred, in order to confirm that they have been made aware of the situation.</p>			
9(1) The child-to-staff ratio is one educator for each of the following groups of children of the same age receiving services at a full-time or part-time early learning and childcare centre: (a) three infants or fewer; (b) five children or fewer who are two years of age; (c) eight children or fewer who are three years of age; (d) ten children or fewer who are four years of age or older, but who are not yet attending school; and (e) 15 school-age children or fewer.	9(1)	Apr 26, 2024	Apr 26, 2024
<p>Comments: During the renewal inspection, the Inspector observed an educator cleaning the table in a classroom while the group of children was located in 2 other classrooms. Direct supervision must be maintained at all times for preschool aged children. This was addressed with the educator, who positioned themselves in a manner to see all the children at the same time. A discussion was had with the Administrator regarding the observations that were made by the Inspector. Administrator and Inspector had a conversation regarding possible adjustments that can be made in order to ensure that all children are adequately supervised. Deficiency is now compliant</p>			

General Comments

During the renewal inspection, a conversation was had between the Administrator, Cook and Inspector regarding different strategies used when offering food choices to the children. Inspector advised the Cook of what documentation must be kept when switching out food menu items.

Inspector observed a sign on a washroom door that indicates "staff washroom only". Administrator indicates that this is the washroom that educators use, however children can also have access if needed. Inspector reminded Administrator that due to the number of children on the license, they must have access to 3 toilets and 3 sinks. Inspector recommended that the sign be removed, which the administrator did immediately.

The Quality Improvement Plan must be submitted to the Inspector once it is received.

original signed by

Sarah MacDougall-LeBlanc

Signature of Early Learning and Childcare Licensing Staff

April 26, 2024

Date

original signed by
Morgan Brine

Signature of Operator/Designate

April 26, 2024

Date