

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 Petitcodiac-Salisbury Boys & Girls Club Inc.		Inspection Date September 11, 2026
Facility Name BGC Three Rivers Early Learning Centre		Licence Number 394034
Address 45 Corey Avenue Petitcodiac NB E4Z 4G3		Telephone Number (506) 756-2841
Type of Facility Full-time Early Learning and Childcare Centre	Maximum Number of Children 29	Ages of Children INFANTS PRESCHOOL
ELCC Licensing Staff Monica Maltais	Position Title Inspector	

Order for Compliance	Regulation	Date to be corrected	Date corrected
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.	21	Sep 18, 2026	
Comments: The inspector observed that in 2 classrooms, the program is not documented. All classrooms are required to have a purposeful program that is planned and documented to demonstrate how activities support children's learning and development.			
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)	Sep 18, 2026	
Comments: The inspector reviewed 8 children's files and observed that one file is missing a second emergency contact, while another file is missing the complete address for both emergency contacts. All children's files must include the names, addresses, and telephone numbers of at least two emergency contacts.			
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)	Sep 18, 2026	
Comments: The inspector reviewed 8 children's files and observed that two files are missing a copy of the child's immunization record. All children's files must contain either a copy of the child's immunization record or a copy of exemption. A discussion is held with the administrator to review all children's files to ensure they are complete and contain all required documentation, with no missing information.			
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)	Sep 11, 2026	Sep 11, 2026

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: Upon the inspector's arrival, a ratio count is conducted and it is observed that two children in one classroom and one child in another classroom had not been signed in on the daily attendance records. The educators immediately updated the attendance sheets to record the children's arrival times. Daily attendance records must accurately reflect the number of children always present in each classroom. Deficiency is now compliant.			
28(2) An operator of a licensed facility shall carry out emergency evacuation and fire drills monthly.	28(2)	Sep 30, 2026	
Comments: The inspector observed that the fire drill was not conducted during the previous month of August. Emergency evacuation and fire drills must be completed monthly.			
31(3) An operator shall maintain the outdoor play area of a licensed facility to ensure the safety of the children.	31(3)	Sep 18, 2026	
Comments: The inspector observed, in the outdoor play area, the presence of stagnant water in tires. Stagnant water in an outdoor play area can pose several health and safety risks for children. The outdoor play area must be maintained safe and free of hazards. To ensure a safe and hazard-free environment, the inspector recommends implementing a routine cleanup of the outdoor play area before each use.			
32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (b) arranged on low, open shelves and accessible to the children receiving services at the licensed facility,	32(1)(b)	Sep 16, 2026	Sep 11, 2026
Comments: The inspector observed that, in the infant classroom, art materials are stored on a low open shelf; however, the shelf is turn against the wall with the art material facing the wall, making the materials inaccessible to the children. All materials must be placed on low, open shelves that are easily accessible to children. The educator repositioned the shelf to ensure that the children could access the art materials. Deficiency is now compliant.			
36(2) The rest area of a full-time early learning and childcare centre shall be at least 2.3 m ² for each child under 15 months of age receiving services at the centre and the rest area for the children under 15 months of age shall be separate from the rest area of the other children to ensure quiet rest.	36(2)	Sep 16, 2026	
Comments: During the inspection, the inspector observed an infant under 15 months of age sleeping in an area that is not designated as a sleep room. The educator and administrator informed the inspector that the designated sleep room is currently not being used because the fire inspector advised that a larger window must be installed before the room can be occupied. The administrator must contact the fire inspector to obtain clarification regarding the use of the designated sleep room and to determine how the facility can comply with licensing requirements. In accordance with Regulation 36(2) The rest area of a full-time early learning and childcare centre shall be at least 2.3 m² for each child under 15 months of age receiving services at the centre and the rest area for the children under 15 months of age shall be separate from the rest area of the other children to ensure quiet rest.			
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)	Sep 18, 2026	
Comments: The inspector reviewed 8 children's files and observed that two files are missing a copy of the child's immunization record. All children's files must include either a copy of the child's immunization record or a copy of exemption prior to the child's entry.			
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)	Sep 11, 2026	Sep 11, 2026
Comments: The inspector observed that, in one classroom, one educator is alone with 5 infants for less than one minute while the second educator went to the kitchen to retrieve an item. Child-to-staff ratios must be always maintained to ensure the safety and supervision of children. Deficiency is now compliant.			

General Comments

The inspector is on site to conduct the renewal inspection.

General Comments

During the inspection, the inspector observed the morning snack, indoor and outdoor free play, lunch period, and rest period.

The inspector observed children in one classroom engaged in book reading activities. In the other two classrooms, children sing songs while waiting for lunch.

A discussion is held with the educators and the administrator to ensure that all children's personal belongings, including water bottles and lunch boxes, are clearly labelled with the child's name.

Another discussion is being held with the administrator regarding a board member who is no longer serving on the board. The change must be reported to Service New Brunswick (SNB) for the board member to be removed from the list.

The inspector also discussed professional development requirements with the administrator and clarified that all eligible educators must complete the required 10 hours of professional development prior to the permit expiry date of October 31, 2026.

Positive child guidance practices are observed throughout the inspection, including educators speaking calmly and respectfully to children.

original signed by
Monica Maltais

Signature of Early Learning and Childcare Licensing Staff

September 14, 2026

Date

original signed by
Melissa Golding

Signature of Operator/Designated staff

September 14, 2026

Date

"I hereby acknowledge receipt of this report"