

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 GEARY HEADSTART PROGRAM	Licence Number 526070	Inspection Date December 05, 2019	
Facility Name Geary Headstart Program		Telephone Number (506) 449-2603	
Address 16 Lauvina Bye Road Geary NB E2V 3Y1			
Name of Early Learning and Childcare Licensing Staff Nancy Glendenning		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: (b) educators must have successfully completed the Introduction to Early Childhood Education course or hold an Early Childhood Education Certificate.	11(b)	Jan 17, 2020	
Comments: One educator is required to have the Introduction to ECE. Please get confirmation that she is on the waiting list and put into file.			
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)	Dec 05, 2019	
Comments: There is a volunteer in this facility who has no information on file as the school has the required information. Could not verify at time of visit and advised administrator that a criminal record check and vulnerable sector check and social development check is required prior to this person being able to return to facility. There is a volunteer in this facility who has no information on file as the school has the required information. Could not verify checks at time of visit and advised administrator that a criminal record check and vulnerable sector check and social development check is required prior to this person being able to return to facility.			
13(2) An operator of a licensed facility shall not employ or otherwise engage a person as a staff member if the person (a) has been convicted of an offence listed in Schedule B for which a pardon has not been granted or in respect of which a record suspension has not been ordered.	13(2)(a)	Dec 05, 2019	
Comments: There is a volunteer in this facility who has no information on file as the school has the required information. Could not verify at time of visit and advised administrator that a criminal record check and vulnerable sector check and social development check is required prior to this person being able to return to facility.			
13(2) An operator of a licensed facility shall not employ or otherwise engage a person as a staff member if the person (b) has been identified by a check with the Department of Social Development under paragraphs 12(4)(a) to (d).	13(2)(b)	Dec 05, 2019	
Comments:			
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: (d) associated person records that include (i) a copy of a criminal record check.	24(1)(d)(i)	Dec 05, 2019	
Comments: Missing a criminal record for the volunteer.			

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: (d) associated person records that include (ii) a copy of a check with the Department of Social Development.	24(1)(d)(ii)	Dec 05, 2019	
Comments: Missing a copy of the Social Development check for the volunteer.			
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: (i) menu plans and any substitutions.	24(1)(i)	Dec 05, 2019	
Comments: Children bring in their own food however sometimes on party days parents bring in food. Advised operator to document what children are being fed. Today the children were eating homemade cupcakes that were brought in by a parent.			
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)	Jan 17, 2020	
Comments: These consents are missing out of the files.			
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)	Jan 17, 2020	
Comments: These consents are missing out of the files.			
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)	Jan 17, 2020	
Comments: These consents are missing out of the files.			
29 An operator of a licensed facility shall ensure that the traffic area and the outdoor walk-ways of the licensed facility are free from obstructions and hazards.	29	Dec 05, 2019	
Comments: Please ensure that the snow is removed from second exit into outdoor play space. It was difficult to open door leading to outdoor play space.			

General Comments

Upon arrival, children were engaged in many activities throughout the facility. Educators were offering choices and interacting with the children at their level. Feet were being painted for a Christmas craft. Educators often could be seen redirecting negative energy and setting limits that helped promote more desirable outcomes.

Children went to Library, practiced for their Christmas concert and also went outside to play at time of visit.

Most of the outdoor play space is enclosed by the building. However, there is an opening at one end of the play space. Fencing would ensure the safety and security of the children. An exemption will be required until appropriate fencing can be put into place or a permanent request for exemption is approved.

Outdoor play space is currently snow covered and the depth of surfacing around stationary equipment and possible hazards could not be determined. An outdoor inspection will have to be conducted in Spring. However, please be advised that various types of surfaces that promote natural outdoor play experiences including trees, flowers, gardens, etc..to encourage children to explore their environment should be in place.

There was no evidence that potential illness forms are being used. Administrator stated that they have not had to use them.

Fire Drills are being done for each group in attendance at facility.

General Comments

A change in service form will have to be filled out by Operator to note the change in hours of facility.

There are two binders being used for reportable and non-reportable incidents. Administrator stated that there are not many incidents to report but knows the difference between the reportable and non-reportable. The last reportable incident according to the facility's records was on September 1, 2015. There were no non reportable incidents recorded.

Please ensure that current monitoring and inspection visits are posted after each visit. It is to my understanding that the reports go directly to the Board of Directors.

original signed by

Nancy Glendenning

Signature of Early Learning and Childcare Licensing Staff

December 05, 2019

Date

original signed by

Bonnie McDonald-Lively

Signature of Operator/Designate

December 05, 2019

Date