

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.

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| Name of operator Moncton Headstart Inc. | Licence Number 2001445 | Inspection Date November 08, 2022 |
| Facility Name Moncton Headstart Early Family Intervention | | Telephone Number (506) 858-8252 |
| Address 1111 Mountain Road Moncton NB E1C 2S9 | | |
| Name of Early Learning and Childcare Licensing Staff Erin MacLaggan | | Position Title Quality Assurance Monitor |

| 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: (c) staff member records that include (iii) a description of the staff member's duties and responsibilities. | 24(1)(c)(iii) | Nov 08, 2022 | Nov 08, 2022 |
| Comments: One staff file is missing a copy of the job description. This was corrected during the inspection. 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 (v) a copy of a criminal record check or vulnerable sector check, as the case may be. | 24(1)(c)(v) | Nov 08, 2022 | Nov 08, 2022 |
| Comments: One staff file was missing a copy of the Vulnerable Sector Check. The staff member left and returned with the check, which was then placed in their 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: (f) daily attendance records of the children on forms provided by the Minister. | 24(1)(f) | Nov 08, 2022 | Nov 08, 2022 |
| Comments: In one class the times of the children's arrival is not recorded. Attendance records must be accurate and completed each time a child arrives and leaves. This was corrected during the inspection. Deficiency is now compliant | | | |

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| <p>General Comments</p> <p>Each classroom is well organized with all play materials available on low, open shelves to allow for independent selection.</p> <p>QA Monitor observed staff crouching down to make eye contact when speaking with children and positioning themselves to support children as they navigated disagreements with their peers.</p> |
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original signed by
Erin MacLaggan

Signature of Early Learning and Childcare Licensing Staff

November 08, 2022

Date

original signed by
Shawnda Farquhar

November 08, 2022

Signature of Operator/Designate

Date