

## 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 YMCA OF GREATER SAINT JOHN INC.	Licence Number 2002393	Inspection Date July 07, 2021
Facility Name YMCA OF GREATER SJ Q-PLEX AFTER SCHOOL PROGRAM - UPSTAIRS		Telephone Number (506) 849-5784
Address 20 Randy Jones Way Quispamsis NB E2E 0P1		
Name of Early Learning and Childcare Licensing Staff Britta Garnett		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)	Jul 16, 2021	
Comments: Two staff have not completed First Aid and CPR training. Staff must complete this training. Staff must not be left alone with the children until completed.			
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	Mar 29, 2021	Jul 07, 2021
Comments: Deficiency is now compliant			
21 A licensee shall post the following documents in a clearly visible and prominent place in the facility associated with the licence: (a) the licence; (b) a report provided under section 23; (c) an order issued under section 28; and (d) a probationary licence issued under section 29.	21(a) – (d)	Mar 22, 2021	Jul 07, 2021
Comments: 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 (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	Jul 16, 2021	
Comments: Four staff files missing Job Descriptions. New staff file review.			
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)	Jul 16, 2021	
Comments: Four staff files missing Signed Statements. New staff file review.			
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.	24(1)(c)(vi)	Jul 07, 2021	Jul 07, 2021

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: SD Check missing from one staff file. New staff file review. Administrator received SD Check during Monitoring Inspection. Deficiency is now compliant.			
28(3) The premises of a licensed facility shall comply with (a) lighting, ventilation and other general health standards under the Public Health Act.	28(3)(a)	Jul 07, 2021	
Comments: Staff and some children did not wash their hands when returning from the pool and before eating lunch. All staff and children must wash their hands when returning to the facility from an outing.			
32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (a) varied and in sufficient quantity for the number and ages of the children receiving services at the licensed facility.	32(1)(a)	Mar 29, 2021	Jul 07, 2021
Comments: Deficiency is now compliant			
34(4) Despite sections 9 and 10, one educator is required for each of the following groups of children accessing a private pool, a public pool or a public swimming area while receiving services at a licensed facility: (a) one infant; (b) four preschool children or fewer; (c) eight school-age children or fewer; and (d) five children of mixed ages or fewer, if at least two of these children are school-age children.	34(4)	Jul 07, 2021	
Comments: Child-to-staff ratio was not met during swimming time. When at the pool ratio must be reduced to 8:1 for school-age children. Discussed with administrator during Monitoring Inspection. Section 10.10 - Pools in the Operator Manual to be reviewed with all staff.			
37 An operator of a licensed facility shall not permit a child receiving services at the licensed facility access to the kitchen unless the child is supervised.	37	Jul 16, 2021	
Comments: Lock on kitchen door broken. To be repaired promptly. Previous comply by date - March 22, 2021			
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)	Mar 22, 2021	Jul 07, 2021
Comments: Deficiency is now compliant			

### General Comments

#### Monitoring Inspection:

This morning it was observed that transition times before swimming are too long for the children. These transition times are to be purposefully planned with activities that are engaging for the children. Examples of activities that can be included, but are not limited to; group games in the field, circle games, art station set up at the picnic table, trivia, challenges, group conversations, etc.

Recommend assigning each staff member a role during transitions. Example of roles; supervising changing area, collecting attendance, supervising children applying sunscreen and engaging children in an activity.

A variety of materials are accessible to the children throughout the environment. The environment appears to be well maintained.

Discussed with educators having invitations and activities prepared for when the children arrive in the morning, when they return from outdoor play and after lunch.

Job Descriptions within most of the staff files currently are specific to After School Programs. To be updated as some educators are working as support workers or day camp counselors for the summer.

original signed by  
Britta Garnett

July 07, 2021

Signature of Early Learning and Childcare Licensing Staff

Date

original signed by  
Laura Greer

July 07, 2021

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Signature of Operator/Designate

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Date