

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 A 2 Z LEARNING & CARE CENTRE LIMITED	Licence Number 2004245	Inspection Date October 25, 2019	
Facility Name A 2 Z Learning & Care Centre		Telephone Number (506) 327-3456	
Address 7 Theatre Street Minto NB E4B 3M9			
Name of Early Learning and Childcare Licensing Staff Nancy Glendenning		Position Title Inspector	

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: (a) financial records.	24(1)(a)	Nov 04, 2019	
Comments: Please have a copy of financial records on site that are associated to government monies as discussed ie. daycare assistance, grants, etc..			
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,	24(1)(b)(i)	Nov 04, 2019	
Comments: There are some child files missing Medicare numbers and expiry dates			
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)	Nov 04, 2019	
Comments: All parents or guardians must provide 2 emergency contacts. Some files are missing this 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: (c) staff member records that include (ii) the staff member's qualifications including the certificates or training referred to in paragraph 11(b) or (c).	24(1)(c)(ii)	Nov 04, 2019	
Comments: These are displayed on the wall for most educators. Please ensure that all staff complete the 30 and 60 hour training. A copy of confirmation for waiting list is required.			
28(1) An operator of a licensed facility shall not change the allocation of space used to provide services or add to or alter any building or facility or any part of them unless the Minister has approved the changes in writing.	28(1)	Oct 25, 2019	Oct 25, 2019
Comments: Deficiency is now compliant			
33(2) Stationary equipment in the outdoor play area shall be surrounded by a protective surfacing and installed according to the manufacturer's instructions.	33(2)	Oct 25, 2019	Oct 25, 2019
Comments: Deficiency is now compliant			

Order for Compliance	Regulation	Date to be corrected	Date corrected
8(2) The maximum number of children who may receive services at a full-time or part-time early learning and childcare centre, as indicated on the licence, shall not exceed 60 children, including the children of the operator.	8(2)	Oct 25, 2019	Oct 25, 2019
Comments: Deficiency is now compliant			

<p>General Comments</p> <p>Please note that as per initial licensing, you are licensed for 3 infants, 24 preschool and 10 school-age children. You cannot make any changes to these numbers or space within the centre without forwarding a request for change application to the Department. The breakdown of what you were initially approved for is no longer stated on license.</p> <p>A review of attendance records from previous weeks indicated that children are not always being signed out. Please ensure that all information is being filled in accurately and at the time of arrivals and departures are being recorded.</p> <p>There is information missing on child profiles. Please ensure that all children's information includes 2 emergency contacts, medicare numbers and expiry dates.</p> <p>Any educator who is working with preschool age children in an Early Learning and Childcare Centre are required to have the 30 hours and 60 hours of training given by the Department if they do not have their ECE.</p> <p>A copy of financial records must be filed on site.</p>

original signed by
Nancy Glendenning
 Signature of Early Learning and Childcare Licensing Staff

October 25, 2019
 Date

original signed by
Linda Richardson
 Signature of Operator/Designate

October 25, 2019
 Date