

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 BOYS AND GIRLS CLUB OF CHARLOTTE COUNTY INC	Licence Number 2006415	Inspection Date January 07, 2020
Facility Name BGCCC AFTER SCHOOL PROGRAM		Telephone Number (506) 466-4300
Address 54 Disher Lane Dufferin Charlotte Co NB E3L 3H7		
Name of Early Learning and Childcare Licensing Staff Jodi Hennessey		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	Jan 13, 2020	
Comments: No documentation available to show children's learning purposefully. Discussed with Program Director.			
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)	Jan 08, 2020	
Comments: Renewal inspection from January 10, 2019 not posted. Follow up to renewal inspection from March 2019 not posted. Monitoring Inspection from September 19, 2019 not posted.			
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)	Feb 14, 2020	
Comments: Random review of files: Medicare number missing.			
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: (ii) the name, address and telephone number of the child's medical practitioner.	24(1)(b)(ii)	Feb 14, 2020	
Comments: Random review of files: Medical practitioner address and phone number missing.			
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)	Feb 14, 2020	
Comments: Random review of files: Second emergency contact information missing.			
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)	Jan 08, 2020	

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: Menu substitutions not documented. To be recorded in a book and saved any time there are changes made to the menu.			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (a) the daily routine.	25(a)	Jan 08, 2020	
Comments: Daily routine for school-age program not posted.			
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)	Jan 08, 2020	
Comments: Younger and older after school children observed not washing hands when arriving from school or from coming in from outside play. Original comply by dates of April 4, 2019 and September 20, 2019. Review Public Health Standards with all staff as to when hand-washing must occur.			
30(3) An operator shall maintain the indoor play area of a licensed facility to ensure the safety of the children.	30(3)	Jan 13, 2020	
Comments: Younger after school room: Art shelf to be painted, paint chipped. Window ledges accumulating dirt and dust to be cleaned. Paint touch ups required on walls. Floor tile entering room peeling to be replaced.			
32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (d) clean and in good repair.	32(1)(d)	Jan 13, 2020	
Comments: Younger after school room: Dramatic play kitchen accumulating dirt and debris, to be cleaned. Dramatic play wooden shelf accumulating dirt and dust to be cleaned. Older after school room: Large flat Lego pieces on the Lego table broken, to be replaced. Original comply by date of September 20, 2019.			
50(2) The operator of a licensed facility shall inform the parent or guardian of a child involved in an incident on the day the incident takes place and shall ensure that the parent or guardian signs the daily log to confirm their awareness.	50(2)	Jan 13, 2020	
Comments: Parent signature missing from some incident reports.			
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)	Jan 08, 2020	
Comments: Number of children in attendance during inspection was 58. License is for 45 spaces. Eight (8) children permitted in room that is awaiting license approval, leaving facility with 5 children above what is approved on the license. These children were staff children who were moved to a different room to accommodate the overage of children. This cannot happen. Maximum approved on licensed is 45 children. Discussed with Program Coordinator solutions to ensure maximum approved is not exceeded going forward.			

General Comments
<p>Renewal Inspection:</p> <p>Children observed in both inside and outside play during inspection.</p> <p>Children must wash hands when they arrive from school, before snack, after outside play. Review Public Health Hand-washing procedures.</p> <p>Surfacing under stationery equipment not assessed during inspection due to snow and ice.</p> <p>Discussed with Program Coordinator maximum number of children allowed based on approved spaces. Ensure going forward this number is not exceeded.</p>

original signed by
Jodi Hennessey

Signature of Early Learning and Childcare Licensing Staff

January 07, 2020

Date

original signed by
Natasha Reid

Signature of Operator/Designate

January 07, 2020

Date