



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 Boys and Girls Club of Charlotte County Inc.	Licence Number 2007101	Inspection Date October 16, 2025	
Facility Name BGCCC Early Learning Centre		Telephone Number (506) 466-4314	
Address 54 Disher Lane Dufferin Charlotte Co NB E3L 3H7			
Name of Early Learning and Childcare Licensing Staff Amanda Wills		Position Title Quality Assurance Monitor	
Order for Compliance	Regulation	Date to be corrected	Date corrected
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)	Oct 27, 2025	

Order for Compliance		Regulation	Date to be corrected	Date corrected
Comments:	Art materials are depleted. Administrator to ensure that open-ended art materials are available in sufficient quantity and variety to meet the needs of the group size. Examples of materials to add include, but are not limited to: • Scissors • Ribbons • Cotton balls • Foil • Clay • Tissue paper • A variety of paper in different textures and sizes • Paintbrushes in various sizes • Natural materials • Kitchen utensils that provide unique prints (potato masher) Two-year-old classroom: Materials and toys are depleted. The administrator is to ensure that materials and toys are available in sufficient quantity and variety to meet the developmental needs of the group size. Examples of materials to add include, but are not limited to: • Crayons and large paper • Play dough with safe tools • Pretend play items (e.g., kitchen materials, dolls, dress-up clothes) • Sensory bins (e.g., rice, water beads, or sand) • Textured balls • Water tables • Funnels, buckets, and scoops • Dolls and stuffed animals • Toy animals and vehicles for pretend play • Nesting cups or boxes • Shape sorters			
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)	Oct 16, 2025	Oct 16, 2025
Comments:	It was observed that the cabinet containing medication was unlocked. Toxic products must be locked and inaccessible to the children at all times. Educators locked the cabinet during the inspection. Deficiency is now compliant.			
41(1) A licensed facility at which services are provided to children who wear diapers shall have a sturdy surface that is (a) equipped with rails or safety straps.		41(1)(a)	May 05, 2025	Oct 16, 2025
Comments:	Observed one change table missing a safety strap and could not be returned to the upright position. Change tables must have a functioning safety strap to secure children during diapering and must remain in good working order to ensure child safety. Immediate repair or replacement of the change table is required to meet regulatory standards and minimize the risk of injury. During the follow-up inspection, it was observed that a safety strap was present. Deficiency is now compliant.			
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)	Oct 16, 2025	
Comments:	One Daily Incident Log dated October 10, 2005, was observed unsigned by the parent or guardian. Daily Incident Logs must be reviewed and signed by a parent or guardian at the time of child pick up.			
General Comments				
A Monitoring Inspecting occurred October 16, 2025				

General Comments

Children were observed indoors engaging in a variety of activities, including eating lunch.

Infant Room: The children were observed playing with animal toys, dress-up items, and puppets. In addition, the children were observed eating lunch, which consisted of fish bites, corn, and potato wedges. Educators indicated that the children are currently interested in books, dress-up, and dumping activities.

Toddler Room: The children were observed outdoors on the deck, playing in the playhouse and with toy cars. Documentation was visible throughout the room and hallway, including a family wall, a "Life on the Farm" learning web, and photographs. Learning story documentation was observed in the hallway outside the classroom.

Two-Year-Old Room: The children were observed napping and preparing to transition outdoors. While getting ready, the children were observed playing guitar, and observing themselves in the mirror, removing and replacing their hats, changing facial expressions, and laughing. Learning story documentation was observed in the hallway outside the classroom.

Three-Year-Old Room: The children were observed eating lunch and participating in quiet time activities, including listening to music, building with blocks, playing with puzzles, and using flashlights. Educators and children were seen creating shadow puppets with the flashlights.

Preschool Room: The children were observed riding large toy cars, playing with balls, running, and jumping in the gym area, and transiting from outdoors. Educators indicated that the children are currently interested in gross motor activities.

A clearly visible and prominent area was designated for posting the facility's license, current monitoring reports, and any orders for compliance. Additional documentation observed included incident logs, daily attendance records, and records of evacuation and monthly fire drills. The weekly menu is posted and includes any substitutions.

A conversation took place with the administrator regarding the following:

- Infant educators are to conduct and document nap checks every 15 minutes.
- Educators in the infant room must ensure the cabinet in the kitchen where toxic products are being stored always remains locked.
- Toys in the infant room were observed to be out of reach of the children. Educators must ensure all toys are accessible to the children.
- Recommending educators in the preschool room move the visual schedule to the child's eye level.
- Educators must ensure potential illness forms are completed and signed by the parent.
- Purposeful planning was not evident in the three-year-old and preschool rooms. Purposeful planning must be visible through invitations, documentation, and planned activities. Educators are to review the Operator's Manual, Section 7: Programming and Daily Routine.
- Educators must ensure diaper-changing procedures are followed. It is recommended that all educators review Section 10.3: Diaper Changing in the Operator's Manual

original signed by
Amanda Wills

Signature of Early Learning and Childcare Licensing Staff

October 20, 2025

Date

original signed by
Courtney Noddin

Signature of Operator/Designate

October 20, 2025

Date