

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 Hands On Learning Centre Inc.	Licence Number 2007561	Inspection Date November 05, 2020	
Facility Name HANDS ON LEARNING CENTER RIVERVIEW		Telephone Number (506) 383-4263	
Address 330 Pine Glen Road Riverview NB E1B 1V6			
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
51(1) An operator of a licensed facility shall complete an incident report on a form provided by the Minister if one of the following incidents occurs while a child is receiving services at the licensed facility: (a) the child is missing or temporarily unsupervised; (b) a fire or other disaster occurs at the facility; (c) a motor vehicle accident or an injury occurs during the transit of the child; (d) an illness or injury requires the transfer of the child to a hospital; or (e) the child dies.	51(1)	Nov 06, 2020	
Comments: An incident occurred at the facility on Thursday, Oct 29, 2020. The staff member who witnessed the incident did not report the incident to the Administrator or the parent, and the Department was not notified within 24 hours. She did not complete an incident report, and once it was brought to the attention of the Administrator, an incident report was still not completed.			
51(2) The operator of a licensed facility shall inform the Minister and the parent or guardian of the child involved in an incident under subsection (1) as soon as the circumstances permit and shall ensure that the parent or guardian signs the incident report to confirm their awareness.	51(2)	Nov 06, 2020	
Comments: An incident occurred at the facility on Thursday, Oct 29, 2020. The staff member who witnessed the incident did not report the incident to the Administrator or the parent, and the Department was not notified within 24 hours. She did not complete an incident report, and once it was brought to the attention of the Administrator, an incident report was still not completed.			
51(3) The operator of a licensed facility shall (a) maintain a copy of the report for the child's file.	51(3)(a)	Nov 06, 2020	
Comments: An incident occurred at the facility on Thursday, Oct 29, 2020. The staff member who witnessed the incident did not report the incident to the Administrator or the parent, and the Department was not notified within 24 hours. She did not complete an incident report, and once it was brought to the attention of the Administrator, an incident report was still not completed.			
51(3) The operator of a licensed facility shall (b) provide a copy to the parent or guardian.	51(3)(b)	Nov 06, 2020	
Comments: An incident occurred at the facility on Thursday, Oct 29, 2020. The staff member who witnessed the incident did not report the incident to the Administrator or the parent, and the Department was not notified within 24 hours. She did not complete an incident report, and once it was brought to the attention of the Administrator, an incident report was still not completed.			
51(3) The operator of a licensed facility shall (c) forward the original to the Minister within 24 hours of the incident.	51(3)(c)	Nov 06, 2020	

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: An incident occurred at the facility on Thursday, Oct 29, 2020. The staff member who witnessed the incident did not report the incident to the Administrator or the parent , and the Department was not notified within 24 hours. She did not complete an incident report, and once it was brought to the attention of the Administrator, an incident report was still not completed.			

General Comments

It was brought to the attention of the Department of Education and Early Childhood Development that a reportable incident occurred at the facility. QAM conducted a monitoring inspection to follow up as an incident report was not received.

An incident report must be completed and forwarded to the Department within 24 hours of the incident. The Operator must review, with all staff, the following sections of the Operator Manual which describe their obligations under the Early Childhood Services Act and Licensing Regulation:

6.6.2 Incident Reports
8.2 Child Guidance

An incident report must be completed and sent to the Quality Assurance Monitor no later than Nov 6, 2020.

original signed by
Erin MacLaggan

Signature of Early Learning and Childcare Licensing Staff

November 05, 2020

Date

original signed by
Melissa Langille

Signature of Operator/Designate

November 05, 2020

Date