

## 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 Moncton Boys and Girls Club Inc.	Licence Number 2007762	Inspection Date January 31, 2023
Facility Name Little Treasures Future Leaders		Telephone Number (506) 387-8044
Address 15 Everett Street Moncton NB E1C 3Z6		
Name of Early Learning and Childcare Licensing Staff Sarah MacDougall		Position Title Inspector

Order for Compliance	Regulation	Date to be corrected	Date corrected
12(2) An operator of a licensed facility shall ensure that a criminal record check or a vulnerable sector check, as the case may be, and a check with the Department of Social Development is conducted on each individual before he or she becomes a staff member.	12(2)	Jan 31, 2023	Jan 31, 2023
Comments: 1 staff member has not obtained a check with Social Development prior to employment. This employee was asked to leave the facility until a clear Social Development check can be provided. During the inspection, the check was received and placed in staff's file. 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)	Mar 15, 2023	
Comments: 1 staff's file is missing a description of their duties and responsibilities. Administrator must ensure that this information is added to the staff's file.			
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)	Mar 15, 2023	
Comments: 1 staff's file is missing a signed statement regarding their obligations under the Act and licensing regulation. Administrator must ensure that this information is added to the staff's file.			
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)	Jan 31, 2023	Jan 31, 2023
Comments: 1 staff member has not obtained a check with Social Development prior to employment. This employee was asked to leave the facility until a clear Social Development check can be provided. During the inspection, the check was received and placed in staff's file. 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: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	Jan 31, 2023	

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: The daily attendance records of the children are maintained on-site. However, Inspector observes that the staff who went to pick up the children from school did not bring the daily attendance records with them. Administrator must ensure that staff who are present with the children always have the daily attendance records with them in order to reflect who is in their current care.			
25 L'exploitant d'un établissement agréé affiche dans un endroit bien en vue sur le lieu d'exploitation : a) la routine quotidienne.	25(a)	Mar 15, 2023	
Comments: The full day routine is not posted in a visible and prominent place in the facility. Administrator must ensure that this is posted.			
27 L'exploitant d'un établissement agréé obtient le consentement écrit du parent ou du tuteur de l'enfant qui y est bénéficiaire de services avant : g) de transporter ou d'assurer le transport de l'enfant.	27(g)	Mar 15, 2023	
Comments: 4 of the children's records are missing the consent for providing transportation. Recommendation that administrator review all children's files to ensure that all required information is indicated.			
31(3) An operator shall maintain the outdoor play area of a licensed facility to ensure the safety of the children.	31(3)	Jan 31, 2023	Jan 31, 2023
Comments: During the inspection, inspector observed that certain areas of the outdoor play area have ice patches. A discussion was had with the administrator, who indicates that sand has recently been bought in order to sand those areas. Administrator was sanding these areas during the inspection. Administrator must ensure that frequent checks continue to be done and that sand is placed in the outdoor play area when needed. 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)	Jan 31, 2023	Jan 31, 2023
Comments: During the inspection, inspector observed the children using the stationary equipment in the outdoor play area. Due to the current winter conditions, there is not sufficient protective surfacing around the stationary equipment. As there is missing adequate protective surfacing, the children should not be using this equipment. A discussion was had with the administrator regarding this and the children were asked to come down immediately. Deficiency is now compliant			
33(3) An operator of a licensed facility shall complete a monthly review and maintenance plan on all stationary equipment that includes the following information: (a) the review and repair dates; (b) the action required and the action taken; and (c) the name of the staff member who conducted the review.	33(3)	Mar 15, 2023	
Comments: Administrator was unable to provide the monthly review and maintenance plans of the stationary equipment from the past licensing year, as these have possibly been archived or discarded. Administrator indicates that they will verify the archives for these documents.			
39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (b) medications.	39(2)(b)	Jan 31, 2023	Jan 31, 2023
Comments: Inspector saw 2 bottles of medication in the administrator's office. The office was left unlocked and no one was present. All medication must be placed under lock and key. These were placed under lock and key immediately. Deficiency is now compliant			

General Comments
<p>During the renewal inspection, inspector observed children playing outside in the snow and also observed children playing indoor with a water table and listening to music. Inspector observed snack time as well.</p> <p>Inspector recommends that the weekly menu be posted near the school aged children's classrooms.</p> <p>Ratio was respected during the time of the inspection.</p> <p>Administrator must ensure that all members of the Board of Directors have a criminal record check or vulnerable sector check. A record of suitability with the Department of Social Development is also required if they have contact with children or responsible for finances as part of their role. The vulnerable sector check must be completed for those people that have contact with children at the facility. Administrator must ensure that all required checks are on-site when the inspector presents themselves during the follow-up inspection.</p>

original signed by  
Sarah MacDougall

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Signature of Early Learning and Childcare Licensing Staff

February 01, 2023

\_\_\_\_\_  
Date

original signed by  
Jennifer Wells

\_\_\_\_\_  
Signature of Operator/Designate

February 01, 2023

\_\_\_\_\_  
Date