

Early Learning and Childcare Facility Inspection Report

Type of Inspection:
Follow-Up 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 Elsipogtog Band		Inspection Date March 17, 2026
Facility Name Elsipogtog Day Care		Licence Number 2008237
Address 208 MAIN St Elsipogtog First Nation NB E4W 2X9		Telephone Number (506) 523-8305
Type of Facility Full-time Early Learning and Childcare Centre	Maximum Number of Children 25	Ages of Children PRESCHOOL SCHOOL-AGE
ELCC Licensing Staff Tina Richard Tardif	Position Title Inspector	

Order for Compliance	Regulation	Date to be corrected	Date corrected
12(0.1)(a)(i-iii) In subsection (1), an operator of a licensed facility includes: (a) in the case of a criminal record check or a vulnerable sector check, as the case may be, (i) in the case of a corporation or unincorporated association, the directors, (ii) in the case of a partnership, the partners, and (iii) in the case of a limited partnership, the general partners;	12(0.1)(a)(i-iii)	Aug 26, 2025	
Comments: The inspector and administrator discussed regarding the criminal record check for the board's members. All board members must have a criminal record check done.			
12(0.1)(b)(i-iii) In subsection (1), an operator of a licensed facility includes: (b) in the case of a check with the Department of Social Development, (i) in the case of a corporation or unincorporated association, the directors who have contact with children receiving services in the facility or who manage the finances of the facility, (ii) in the case of a partnership, the partners who have contact with children receiving services in the facility or who manage the finances of the facility, and (iii) in the case of a limited partnership, the general partners who have contact with children receiving services in the facility or who manage the finances of the facility.	12(0.1)(b)(i-iii)	Aug 26, 2025	
Comments: The inspector and administrator discussed regarding the criminal record check for the board's members. All board members must have a criminal record check done.			
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)	Aug 15, 2025	
Comments: 1 file is missing the contact of at least 2 emergency contacts. All files must be completed before the child entry.			
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 27, 2026	

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: One staff member is missing the copy of the description of duties and responsibilities in their file. All files staff files must be complete.			
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 27, 2026	
Comments: one staff member is missing the signed statement regarding obligations under the Act and licensing regulation.			
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)	Mar 18, 2026	
Comments: One staff member is missing their Social Development check. All employees must have their SD check before employment Employee did leave and will not return before having their SD check.			
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)	Aug 15, 2025	Mar 17, 2026
Comments: Administrator indicates to the inspector that the menu has not changed lately. When there are changes, the parents are advised via Facebook, and they put a note on the board where all parents can see. Administrator and educators will from today take the note they put on the parent's board in a file to keep. Deficiency is now compliant.			
26(2) The operator of a licensed facility shall require the parent or guardian referred to in subsection (1) to sign a declaration confirming that he or she has read and understood the content of the handbook.	26(2)	Aug 15, 2025	
Comments: 1 file is missing the signature of parent indicating they have read and understood the parent handbook. All children files must be complete before the child entry.			

General Comments

During the follow-up inspection, the inspector observed the children napping and some arriving from school.

Inspector and administrator had a discussion on the importance to document and keep the changes in the food menu.

Ratio is respected during the inspection.

original signed by
Tina Richard Tardif

Signature of Early Learning and Childcare Licensing Staff

March 17, 2026

Date

original signed by
Sue Anne Sock

Signature of Operator/Designated staff

March 17, 2026

Date

"I hereby acknowledge receipt of this report"