

## 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 The Corporation of the Anglican Parish of Rothesay	Licence Number 2008433	Inspection Date May 30, 2025
Facility Name St Paul's After School Program		Telephone Number (506) 847-1812
Address 4 Church Avenue Rothesay NB E2E 5G4		
Name of Early Learning and Childcare Licensing Staff Jodi Hennessey		Position Title Inspector

Order for Compliance	Regulation	Date to be corrected	Date corrected
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)	Jun 06, 2025	May 30, 2025
Comments: Inspector reviewed the staff files, and one file was missing a job description. Administrator obtained the staff members signature during the inspection. 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 (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)	Jun 16, 2025	
Comments: Inspector reviewed the staff files, and three files were missing a signed statement. Administrator obtained the staff members signature for two signed statements during the inspection. One staff member remains to sign the document.			
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)	Jun 06, 2025	
Comments: Inspector observed on Incident Log not signed by the parent on May 22, 2025. This was discussed with the Educator in the room as well as the Administrator during the inspection. Parents are to sign this daily log.			

General Comments
<p>A renewal inspection occurred on May 30, 2025.</p> <p>Inspector observed children during outside play at the Rothesay Commons playing soccer, creating "dandelion tea", and playing on the park's stationary equipment.</p> <p>Inspector also observed the children during inside play: planting grass, having snack, engaged in dramatic play.</p> <p>Both of the school-age learning indoor environments have a wide variety of age-appropriate materials for the children to interact and engage with.</p> <p>Educators were observed by the Inspector to be fully engaged with the children, tending to their needs and speaking kindly to them.</p>

original signed by  
Jodi Hennessey

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Signature of Early Learning and Childcare Licensing Staff

June 02, 2025

\_\_\_\_\_  
Date

original signed by  
Tanya Brockbank

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

June 02, 2025

\_\_\_\_\_  
Date