

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 Step Ahead - Bath Family Learning Center Inc.	Licence Number 2008438	Inspection Date August 12, 2020	
Facility Name Step Ahead - Bath Family Learning Center		Telephone Number (506) 278-3959	
Address 118 School Street Bath NB E7J 1C4			
Name of Early Learning and Childcare Licensing Staff Nancy Glendenning		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)	Aug 12, 2020	
Comments: Administrator stated that there is a file for the currently employed 18 year old however I was not able to verify. Please ensure the file is complete for verification. All educators and staff must have staff requirements prior to employment and may not be in facility if they do not meet the requirements.			
12(3) An operator of a licensed facility shall ensure that a criminal record check or a vulnerable sector check, as the case may, and a check with the Department of Social Development is conducted on each staff member and associated person at least every five years.	12(3)	Aug 12, 2020	
Comments:			
13(2) An operator of a licensed facility shall not employ or otherwise engage a person as a staff member if the person (a) has been convicted of an offence listed in Schedule B for which a pardon has not been granted or in respect of which a record suspension has not been ordered.	13(2)(a)	Aug 12, 2020	
Comments:			
13(2) An operator of a licensed facility shall not employ or otherwise engage a person as a staff member if the person (b) has been identified by a check with the Department of Social Development under paragraphs 12(4)(a) to (d).	13(2)(b)	Aug 12, 2020	
Comments:			
21 The daily activities of a licensed facility shall be purposely planned in advance and documented and shall respond to the capabilities, needs and interests of each child.	21	Aug 17, 2020	
Comments: The preschool rooms are missing a purposely planned and documented program based on the interests of the children			
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: (vii) documentary evidence of the child's learning.	24(1)(b)(vii)	Aug 17, 2020	

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: In the preschool rooms there is very little evidence of children's learning. Please see comments in comment section on how to move forward.			
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 (i) the staff member's name, address and birth date.	24(1)(c)(i)	Aug 12, 2020	
Comments: Administrator stated that they have a file for 18 year old but did not obtain it at time of visit for verification purposes. A file must exist for each employed staff member and having all staff members' information in one place ensures that it is easily accessible for assessing staff employment requirements.			
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 (ii) the staff member's qualifications including the certificates or training referred to in paragraph 11(b) or (c).	24(1)(c)(ii)	Aug 12, 2020	
Comments:			
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)	Aug 12, 2020	
Comments:			
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)	Aug 12, 2020	
Comments:			
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 (v) a copy of a criminal record check or vulnerable sector check, as the case may be.	24(1)(c)(v)	Aug 12, 2020	
Comments:			
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)	Aug 12, 2020	
Comments:			
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 (vii) a copy of a valid first aid certificate and a valid cardiopulmonary resuscitation certificate for each administrator and educator.	24(1)(c)(vii)	Aug 12, 2020	
Comments:			
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: (d) associated person records that include (i) a copy of a criminal record check.	24(1)(d)(i)	Aug 12, 2020	
Comments:			
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: (d) associated person records that include (ii) a copy of a check with the Department of Social Development.	24(1)(d)(ii)	Aug 12, 2020	
Comments:			

Order for Compliance	Regulation	Date to be corrected	Date corrected
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (g) whether a child receiving services at the licensed facility has a life-threatening allergy and a description of that allergy.	25(g)	Aug 12, 2020	
Comments: Please post allergies on the bulletin board as discussed			
28(3) The premises of a licensed facility shall comply with (a) lighting, ventilation and other general health standards under the Public Health Act.	28(3)(a)	Aug 12, 2020	
Comments: Please see comments below regarding anything health including necessary action with regards to the Covid-19 guidelines			
9(2) An educator under 19 years of age shall be supervised at all times when he or she is working directly with a child by an educator who is at least 19 years of age.	9(2)	Aug 12, 2020	
Comments: Administrator stated that the 18 year old staff that was hired is taking children to the pool for swimming lessons. 18 year olds must be supervised at all times.			

General Comments
<p>This facility is exceeding the educational requirement for educators. Administrator also has their ECE</p> <p>Positive child guidance was observed at time of visit. Educators are very kind and caring towards the children. They offer gentle reminders and use redirection when necessary. Licensing staff observed educators reflecting with children about their use of inappropriate words. Educators were engaged with children at all times through conversation or play.</p> <p>Please note that outdoor play is to occur at least one hour in each four-block of time when the majority of children receiving services in attendance except when the temperature is 33 degrees with humidity or above. Today in this area there was a heat warning in effect with a temperature of 33 degrees. In these type of situations, the children should not be out however the educators who did take their groups outside this afternoon were very aware of the heat. One group returned saying it was too hot and the other was engaged in water play.</p> <p>Under section 21 of the Act it states that the activities of a licensed facility shall be purposely planned in advance and documented and shall respond to the capabilities, needs and interests of each child. The administrator stated that currently some of the educators are struggling with this.</p> <p>We discussed ways in which the curriculum could be planned and documented in a more simple way. Documentation should be visible and may include but is not limited to the use of observations and recordings of children's experiences, group and individual learning stories, photographs, whiteboards, project work, collections of samples of children's work and / or portfolios.</p> <p>Administrator stated that children are going to public pool for swimming lessons and are accompanied by an 18 year old student that has been hired by the facility. Administrator stated that parent(s) are giving permission for the child to be signed out and walked to the pool for public swim times.</p> <p>Based on the Covid-19 document from June 24, 2020, field trips are not permitted and children must remain in their bubbles at all times. Also, regulation 9(2) states that all educators under the age of 19 must be supervised by an educator who is at least 19 years of age.</p> <p>Administrator stated that the infrared thermometer is still being used to take the temperatures of the school age children. All children under the age of 12 must have their temperatures taken either under the arm or by ear. The facility does have an ear thermometer and administrator advised educators to use it at time of visit for mid day checks.</p> <p>Discussed normal temperatures with Administrator:</p>

General Comments

Underarm: 36.5 - 37.5 (97.7 - 99.5)

Ear: 35.8 - 38.0 (96.4 - 100.4)

As per the Covid-19 guidelines, the household members for each family household must be obtained and put into children's files.

Management of illness forms are being used as required, reason for absenteeism is being documented on the attendance record and children are being sent home when ill.

Screening is being completed at door, bubbles are being maintained for each group. signage is posted throughout the facility and hand washing is occurring.

Medications and Toxic Products are being stored in the office. Please ensure that if there is no one in the office that door is locked so that these products remain inaccessible to children.

Administrator stated that children are not being transported by facility.

original signed by
Nancy Glendenning

Signature of Early Learning and Childcare Licensing Staff

August 12, 2020

Date

original signed by
Crystal Fish

Signature of Operator/Designate

August 12, 2020

Date