

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 Centre Inc.	Licence Number 2008438	Inspection Date July 18, 2024	
Facility Name Step Ahead - Bath Family Learning Center		Telephone Number (506) 278-3959	
Address 112 School St 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(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 15, 2024	
Comments: There are board members that require a criminal record and vulnerable sector check.			
20 For the purposes of section 17 of the Act, the requirements with respect to the transportation of children are as follows: (a) if the driver of a motor vehicle is a staff member, he or she shall not be included in the child-to-staff ratios calculated under sections 9 and 10; (b) despite paragraph (a), the driver of a motor vehicle who is a staff member is included in the child-to-staff ratios calculated under sections 9 and 10 if the children transported are school-age children and the route taken is between the licensed facility and the school.	20 (a)(b)	Jul 18, 2024	
Comments: Please see comments in comment section regarding the transportation of children with the use of personal vehicles.			
28(2) An operator of a licensed facility shall carry out emergency evacuation and fire drills monthly.	28(2)	Jul 31, 2024	
Comments: Please conduct monthly fire drills as discussed. The last one recorded on in December.			
31(4) An operator shall ensure that the outdoor play area of a licensed facility (b) consists of more than one surface to permit different types of play.	31(4)(b)	Aug 15, 2024	
Comments: Playground requires two surfaces for play.			
44 An operator of a licensed facility shall have a first aid kit that is equipped with the contents prescribed by New Brunswick Regulation 2004-130 under the Occupational Health and Safety Act as a first aid kit that is not a personal, Type P first aid kit, and a telephone in working order (a) on the premises of the licensed facility.	44(a)	Jul 31, 2024	
Comments: First aid kits had expired and missing materials in them. Please update each first aid kit based on the list that I sent to you via e-mail.			

General Comments

The indoor play environments were very well organized. The learning centres included blocks, art, reading, dramatic play, games and puzzles, and science to name a few. The educators are using pictures, quote walls, artwork and learning stories to document the children's learning. The educators were engaged with the children and redirected unwanted behaviors when necessary.

The outdoor play area was very disorganized with materials scattered throughout the environment. As per last year's renewal inspection, the areas need to be defined and provide an extension of the indoor play environment. This would mean to provide many of the same opportunities, including space for creative, quiet, pretend, and sensory experiences. In this area, children are encouraged to discover, learn, create, move, manipulate, explore, play by themselves, play with others, and pursue their fields of interest. More materials and accessories for each learning centre need to be added to the outdoor play space to create learning opportunities for the children. The space also requires at least one more surface to meet regulations.

The administrator advised licensing staff that the children were transported to an outing by the staff. It was stated that in one of the vehicles one of the educator's sisters was present while the educator drove. As the driver is not counted in the child/staff ratio and the sister is not staff; you were required to have another staff in the vehicle with the children.

Please be advised that as for the purposes of section 17 of the Act, the requirements with respect to the transportation of children are as follows:

- (a) if the driver of a motor vehicle is a staff member, he or she shall not be included in the child-to staff ratios calculated under sections 9 and 10
- (b) despite paragraph (a), the driver of a motor vehicle who is a staff member is included in the child-to-staff ratios calculated under sections 9 and 10 if the children transported are school-age children and the route taken is between the licensed facility and the school
- (c) the driver of a motor vehicle and the motor vehicle must be in compliance with the Motor Vehicle Act and the regulations under that Act; and (d) the motor vehicle must be equipped with (i) a record of emergency contacts for each child receiving services at the licensed facility, and (ii) a first aid kit that is equipped with the contents prescribed under the Occupational Health and Safety Act.

Operators comply with the Motor Vehicle Act and its regulations regarding driver qualifications, use of infant seat, booster seats and/or seat belts and the registration and inspection of the vehicle.

Driver's abstracts for each educator showing a good driving record (can be obtained at Service New Brunswick) should be kept on file.

It is not recommended for staff members to use their personal vehicles to transport children. However, if doing so, they are to advise their vehicle insurance company.

Files were well organized and information was easily verified by licensing staff.

original signed by
Nancy Glendenning

Signature of Early Learning and Childcare Licensing Staff

July 18, 2024

Date

original signed by
Lindsay Giberson

Signature of Operator/Designate

July 18, 2024

Date