

## 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 Petitcodiac Boys & Girls Club Inc.	Licence Number 2009022	Inspection Date April 21, 2022	
Facility Name Petitcodiac Boys & Girls Club Afterschool Kids Klub		Telephone Number (506) 756-2841	
Address 45 Corey Avenue Petitcodiac NB E4Z 4G3			
Name of Early Learning and Childcare Licensing Staff Erin MacLaggan		Position Title Inspector	
Order for Compliance	Regulation	Date to be corrected	Date corrected
21 A licensee shall post the following documents in a clearly visible and prominent place in the facility associated with the licence: (a) the licence; (b) a report provided under section 23; (c) an order issued under section 28; and (d) a probationary license issued under section 29.	21(a) – (d)	Apr 29, 2022	
Comments: The last monitoring inspection was posted, however the last renewal inspection report was not posted. Both the annual inspection report and the monitoring inspection report are to remain posted until the next annual inspection and monitoring inspection are completed.			
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: (ii) the name, address and telephone number of the child's medical practitioner.	24(1)(b)(ii)	May 06, 2022	
Comments: In one of the audited files the medical practioner's telephone number was missing. the name, address and phone number are required. Operator must verify all file to ensure compliance with this 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: (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)	May 06, 2022	
Comments: In one of the audited files there is only one emergency contact. Operator must ensure that parents/guardians provide at least 2 emergency contacts who can be reached in case of emergency and will be able to reach the facility within 1 hour. Operator must verify all files to ensure compliance with the 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: (i) menu plans and any substitutions.	24(1)(i)	Apr 22, 2022	
Comments: The Inspector located the record of substitutions in the kitchen and the date of the last substitution was March 14, 2022; however the Administrator advised the Inspector that the afternoon snack was substituted on the day of the inspection, April 21, 2022 and this substitution was not recorded.			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (a) the daily routine.	25(a)	May 06, 2022	
Comments: The daily routine, for afterschool days and full days, must be posted.			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (b) the weekly menus.	25(b)	Apr 29, 2022	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: The posted menu was not of the correct week and the snack served was not on the menu, the Administrator stated that the snack was substituted for another food item. The substitution was not posted. The planned menu must be posted and any substitutions are to be noted as they occur.</p>			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (d) the name of the administrator.	25(d)	Apr 29, 2022	
<p>Comments: The name of the Administrator was not posted. It must be posted in a visible area.</p>			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (e) the name and telephone number of the inspector.	25(e)	Apr 29, 2022	
<p>Comments: Names and telephone numbers of licensing staff are not posted. They must be posted in a visible area.</p>			
28(1) An operator of a licensed facility shall not change the allocation of space used to provide services or add to or alter any building or facility or any part of them unless the Minister has approved the changes in writing.	28(1)	Apr 22, 2022	
<p>Comments: A new stationary structure was installed in the outdoor play area without prior approval. There are to be no changes to the measured and allocated indoor and outdoor play areas without notifying the licensing staff.</p>			
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)	Apr 21, 2022	Apr 21, 2022
<p>Comments: Children were observed eating food from their lunch bags outside at a picnic table. The table was not sanitized prior to children using the table. Was corrected during the inspection when the Educator was asked about their process and she went to get the sanitizer, brought it outside and sprayed the picnic table. Deficiency is now compliant</p>			
31(3) An operator shall maintain the outdoor play area of a licensed facility to ensure the safety of the children.	31(3)	May 20, 2022	
<p>Comments: The storage shed siding is broken, sharp edges protruding and exposed screws. Must be repaired/replaced. The newly installed play structure was built and there are no manufacturers instructions. Operator must be able to provide proof that the product is in accordance with the CSA standards and that it has been installed in accordance with these standards. Recommend that the structure is not used until the Operator can confirm that the structure was built and installed in accordance with the CSA standards.</p>			
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)	Apr 29, 2022	
<p>Comments: Pea gravel under the rings equipment is compacted. Gravel must be tilled to ensure that it is at an appropriate depth to minimize risk of injury. Recommend that the equipment is not used until the gravel is corrected.</p>			

### General Comments

Inspector discussed outdoor supervision with the Administrator as it was observed during the inspection that one educator was sitting in the shaded area near the building and one educator stood in the play area adjacent to the building, however a small group of children were playing further away, near the parking lot, and could not be easily viewed by the staff. While supervising the outdoor play area, staff members must position themselves throughout and actively engage with the children. When the Inspectors walked down to the area where the children were playing, a staff member did begin to circulate and walked down to the small group of children to maintain adequate supervision over this part of the outdoor play area.

The children were provided with lots of outdoor play time, they had lots of room to run around and a variety of play structures to play on such as swings and monkey bars. More materials were available in the storage shed, however these need to be more readily available for children to access in the play area as they would have to ask staff to go get the items.

original signed by  
Erin MacLaggan

April 21, 2022

Signature of Early Learning and Childcare Licensing Staff

Date

original signed by  
Melissa Golding

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Signature of Operator/Designate

April 21, 2022

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Date