

## Early Learning and Childcare Facility Inspection Report

Type of Inspection:  
Monitoring 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 SEEDS AFTER SCHOOL CENTRE INC	Licence Number 2010072	Inspection Date January 09, 2020
Facility Name SEEDS AFTER SCHOOL CENTRE		Telephone Number (506) 609-7766
Address 776 Main Street Hampton NB E5N 6E1		
Name of Early Learning and Childcare Licensing Staff Britta Garnett		Position Title Quality Assurance Monitor

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 licence issued under section 29.	21(a) – (d)	Jan 13, 2020	
Comments: Current monitoring inspection not posted on Parent Board.			
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)	Jan 20, 2020	
Comments: Job description missing from one staff file. New staff file review.			
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)	Jan 20, 2020	
Comments: Signed Statement missing from one staff file. New staff file review.			
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: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	Jan 09, 2020	
Comments: Mandatory attendance forms not filled as the children arrive. Children not signed out on attendance on Tuesday and Wednesday. Times must be recorded immediately upon the child's arrival and departure and must reflect all children present at any given time.			
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)	Jan 20, 2020	
Comments: Daily snack menu not posted on Parent Board to reflect today's snack that was served.			
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)	Jan 20, 2020	
Comments: Daily snack menu not posted on Parent Board to reflect today's snack that was served.			

Order for Compliance	Regulation	Date to be corrected	Date corrected
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)	Jan 10, 2020	
Comments: Children did not wash their hands when they arrived from school.			

General Comments
<p>Children engaged in play both indoors and outdoors today.  Children observed exploring the snow and ice outdoors. Many opportunities for climbing, digging and sliding during outdoor play.</p> <p>More open ended art materials needed in the art area.</p> <p>Snack was served today. Snacks must be documented on a menu for the parents to have access to.</p>

original signed by  
**Britta Garnett**

**January 09, 2020**

\_\_\_\_\_  
Signature of Early Learning and Childcare Licensing Staff

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date