

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 AMY MCEVOY	Licence Number 2010660	Inspection Date May 27, 2021	
Facility Name Little Steps Child Care		Telephone Number (506) 756-3660	
Address 85 Renfrew Street Petitcodiac NB E4Z 4S6			
Name of Early Learning and Childcare Licensing Staff Maryse Léger		Position Title Inspector	
Order for Compliance	Regulation	Date to be corrected	Date corrected
11(c)(ii) The qualifications and training requirements for administrators and educators are as follows: (c) at a full-time or part-time early learning and childcare centre, (ii) on and after July 1, 2020, (A) at least 50% of educators must hold a one-year Early Childhood Education Certificate or training that is equivalent in the opinion of the Minister, and (B) an administrator must hold a one-year Early Childhood Education Certificate or training that is equivalent in the opinion of the Minister.	11(c)(ii)	Jun 30, 2021	
Comments: 50% of educators do not have a one year ECE certificate or an equivalent. The required staff are presently completing their ECE certification. The Operator will send a copy of the certificates to the Quality Assurance Monitor once they are obtained.			
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)	Jun 03, 2021	
Comments: Two of the five audited child files are missing the complete addresses for the medical practitioner. The complete addresses must be added to all child files.			
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)	Jun 03, 2021	
Comments: Four of the five audited child files are missing the complete addresses for emergency contacts. All child files must have two emergency contacts with complete addresses that are able to pick up the child within the required hour.			
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: (v) the child's health history and a copy of the record of immunizations or a copy of an exemption.	24(1)(b)(v)	Jun 03, 2021	
Comments: Two of the five audited child files are missing a copy of the immunization record or a copy of the exemption. This information must be present in all child files.			

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 (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 03, 2021	
Comments: Two employees are missing the signed statement regarding obligations under the Act and licensing regulation. This signed statement must be added to all employee files.			
47(1) An operator of a licensed facility shall refuse admission to a child if satisfactory proof of the immunizations required by the Public Health Act or the regulations under that Act is not provided.	47(1)	Jun 03, 2021	
Comments: Two of the five audited child files are missing a copy of the immunization record or a copy of the exemption. This information must be present in all child files.			

General Comments
<p>The Inspector observed purposely planned activities, documentation and evidence of children's learning in the rooms. Positive interactions were observed between children and educators.</p> <p>Lunch and nap time as well as indoor and outdoor play was observed during the visit.</p>

original signed by
Maryse Léger

Signature of Early Learning and Childcare Licensing Staff

May 27, 2021

Date

original signed by
Amy McEvoy

Signature of Operator/Designate

May 27, 2021

Date