

## 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 Elsipogtog Band	Licence Number 2010759	Inspection Date May 28, 2021	
Facility Name Elsipogtog Headstart		Telephone Number (506) 523-8254	
Address 361 Big Cove Road Elsipogtog First Nation NB E4W 2S3			
Name of Early Learning and Childcare Licensing Staff Maryse Léger		Position Title Inspector	

Order for Compliance	Regulation	Date to be corrected	Date corrected
11 The qualifications and training requirements for administrators and educators are as follows: (a) an administrator and educators must hold a valid first aid certificate and a valid cardiopulmonary resuscitation certificate;	11(a)	Jun 30, 2021	
Comments: One staff has an expired first aid certificate and valid CPR certificate. This staff must not be left alone with a groupe of children until certification is obtained.			
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)	Jun 04, 2021	
Comments: One staff has an expired criminal record check/vulnerable sector check. This must be renewed and added to the staff file. Two staff files have expired checks with Social Development. These must be renewed and added to the staff 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: (i) the child's name, address, birth date and Medicare number,	24(1)(b)(i)	Jun 01, 2021	
Comments: One of five audited child files is missing the medicare number.			
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 04, 2021	
Comments: Four of the five audited child files have incomplete addresses for the medical practitioners. Complete addresses must be present in 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)	Jul 02, 2021	

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: All audited child files have incomplete information. Addresses for emergency contacts are incomplete and one of the audited files only has 1 emergency contact. All child folders must contain 2 emergency contacts with complete contact information to ensure pick-up 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: (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 30, 2021	
Comments: Three staff are missing a signed statement regarding obligations under the Act and licensing regulation. This statement must be signed and added to staff files.			
39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (a) toxic products, chemical products and cleaning supplies;	39(2)(a)	Jun 30, 2021	
Comments: Some toxic and cleaning products were found in the janitor's storage room. The door to access this room is closed with a metal hook. All toxic and cleaning products must be locked with a key lock.			
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 (c) on each outing.	44(c)	May 31, 2021	
Comments: A complete First aid kit is not being utilized during outings. The facility does have a complete First aid kit for each room. The Administrator will advise staff to use these kits on future outings.			

General Comments
<p>The preschool classroom programs consist mostly of pre-planned activities followed by all educators. Program planning must respond to the capabilities, needs and interests of each child and be flexible and fluid, to accommodate emerging interests. The Administrator must introduce alternate planning tools to the educators, which will demonstrate that the educators' process involves engaging the children and reflecting on the children's interests, passions, strengths and abilities.</p> <p>A bigger sample of documented activities and evidence of children learning must be accessible in the classrooms. Administrator will revise the C.A.T. page 7 with staff regarding the intents behind documentation.</p> <p>No children were present during the inspection as the facility is no longer offering services on Fridays. Administrator will communicate this information to the Quality Assurance Monitor. The Inspector will return at a later date.</p>

original signed by  
Maryse Léger

Signature of Early Learning and Childcare Licensing Staff

May 28, 2021

Date

original signed by  
Unable to obtain Administrator's signature

Signature of Operator/Designate

May 28, 2021

Date