

Early Learning and Childcare Facility Inspection Report

Type of Inspection:
Follow-Up 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 June 15, 2023
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 Sarah MacDougall		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)	May 24, 2023	
<p>Comments: As per the amendments to the Act, Boards members of non-profit organizations, must have a criminal record check or vulnerable sector check. A record of suitability with the Department of Social Development is also required if they have contact with children or responsible for finances as part of their role. The vulnerable sector check must be completed for those people that have contact with children at the facility. Administrator indicates that this information has been communicated to all Board members.</p> <p>The facility will be closing for the summer. All required checks for the Board members must be submitted before the children return to the facility in the fall. The assigned Quality Assurance Monitor will follow-up regarding this.</p>			
12(0.1)(b)(i-iii) In subsection (1), an operator of a licensed facility includes: (b) in the case of a check with the Department of Social Development, (i) in the case of a corporation or unincorporated association, the directors who have contact with children receiving services in the facility or who manage the finances of the facility, (ii) in the case of a partnership, the partners who have contact with children receiving services in the facility or who manage the finances of the facility, and (iii) in the case of a limited partnership, the general partners who have contact with children receiving services in the facility or who manage the finances of the facility.	12(0.1)(b)(i-iii)	May 24, 2023	
<p>Comments: As per the amendments to the Act, Boards members of non-profit organizations, must have a criminal record check or vulnerable sector check. A record of suitability with the Department of Social Development is also required if they have contact with children or responsible for finances as part of their role. The vulnerable sector check must be completed for those people that have contact with children at the facility. Administrator indicates that this information has been communicated to all Board members.</p> <p>The facility will be closing for the summer. All required checks for the Board members must be submitted before the children return to the facility in the fall. The assigned Quality Assurance Monitor will follow-up regarding this.</p>			

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: (b) child records that include: (ii) the name, address and telephone number of the child's medical practitioner.	24(1)(b)(ii)	May 24, 2023	Jun 12, 2023
Comments: Administrator indicates that all children's records have been reviewed and indicate all required information. Deficiency is now compliant			
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 24, 2023	Jun 12, 2023
Comments: Administrator indicates that all children's records have been reviewed and indicate all required information. Deficiency is now compliant			
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)	May 24, 2023	Jun 12, 2023
Comments: Administrator indicates that missing staff files now contain the signed statement regarding their obligations under the Act and licensing regulation. Deficiency is now compliant			
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 (vii) a copy of a valid first aid certificate and a valid cardiopulmonary resuscitation certificate for each administrator and educator.	24(1)(c)(vii)	May 24, 2023	Jun 12, 2023
Comments: Administrator indicates that the staff will be attending the first aid course on June 20th 2023 to obtain their first aid certificate and cardiopulmonary resuscitation certificate. A copy of the certificate must be sent to the inspector once the course is completed. Deficiency is now compliant			
General Comments			
No on-site visit was conducted for this follow-up inspection.			

original signed by
Sarah MacDougall

Signature of Early Learning and Childcare Licensing Staff

June 27, 2023

Date

original signed by
Rena Simon

Signature of Operator/Designate

June 27, 2023

Date