

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 CLUB DES AMIS HALTE SCOLAIRE INC.	Licence Number 2011766	Inspection Date January 15, 2019
Facility Name CLUB DES AMIS 4		Telephone Number (506) 548-8584
Address 1410 Miramichi Avenue Bathurst NB E2A 1Y2		
Name of Early Learning and Childcare Licensing Staff Vanessa Giberson		Position Title Investigator

Order for Compliance	Regulation	Date to be corrected	Date corrected
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)	Jan 15, 2019	Jan 15, 2019
Comments:			
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: (a) financial records.	24(1)(a)	Jan 29, 2019	
Comments: Exemption request will be made to keep financial records at other location.			
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 29, 2019	
Comments: Staff members are missing a signed statement stating they have read and understood licensing regulations.			
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 (vi) a copy of a check with the Department of Social Development.	24(1)(c)(vi)	Jan 15, 2019	Jan 15, 2019
Comments: La lacune est maintenant conforme.			

<p>General Comments</p> <ul style="list-style-type: none"> -Upon arrival for annual inspection, four staff members social development checks had expired, arrangements were made for ratio to be respected until new social development checks were received (within a couple of hours). -New inspector and quality assurance mentor contact information to be added to the parent board. -Introduction to curriculum training - ensure that all staff are placed on waitlist for training and a note is placed in their file. -An exemption request will need to be made in order to maintain financial records at another location. -Facility is still awaiting fire and health inspections.

original signed by
Vanessa Giberson

Signature of Early Learning and Childcare Licensing Staff

January 15, 2019

Date

original signed by
Joanne Chamberlain

Signature of Operator/Designate

January 15, 2019

Date