

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 Dieppe Boys and Girls Club Inc.	Licence Number 2012184	Inspection Date May 10, 2024	
Facility Name bgc Dieppe		Telephone Number (506) 857-3807	
Address 76 rue Emmanuel Dieppe NB E1A 2J5			
Name of Early Learning and Childcare Licensing Staff Sarah MacDougall-LeBlanc		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)	May 24, 2024	
Comments: 1 staff member's file is missing a copy of a valid first aid and cardiopulmonary resuscitation certificate. Administrator must ensure that this information is placed in the staff's file. This staff cannot be left alone with children until required certificate is obtained.			
12(1) An operator of a licensed facility shall obtain a criminal record check or a vulnerable sector check, as the case may be, and a check with the Department of Social Development at least every five years.	12(1)	May 24, 2024	
Comments: 2 members of the board of director's criminal record checks and social development checks have expired. Administrator must ensure that these people are removed from the board of directors or that new checks 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: (c) staff member records that include (v) a copy of a criminal record check or vulnerable sector check, as the case may be.	24(1)(c)(v)	May 17, 2024	
Comments: 1 staff member's file is missing a copy of a vulnerable sector check. Administrator must ensure that this check is obtained and that the staff is never left alone with the children until a clear vulnerable sector check is 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: (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, 2024	
Comments: 1 staff member's file is missing a copy of a valid first aid and cardiopulmonary resuscitation certificate. Administrator must ensure that this information is placed in the staff's file. This staff cannot be left alone with children until required certificate is 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: (i) menu plans and any substitutions.	24(1)(i)	May 10, 2024	May 10, 2024

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: Inspector observed that the snack that was served today was milk and muffins. However, this was not the information that was indicated on the menu. All substitutions to the menu must be document. This was documented during the inspection. Deficiency is now compliant			
33(3) An operator of a licensed facility shall complete a monthly review and maintenance plan on all stationary equipment that includes the following information: (a) the review and repair dates; (b) the action required and the action taken; and (c) the name of the staff member who conducted the review.	33(3)	May 24, 2024	
Comments: The stationary equipment checks for 2023 could not be provided to the Inspector during the renewal inspection. Administrator must ensure that these checks are located. This will be verified during the follow-up inspection.			
50(2) The operator of a licensed facility shall inform the parent or guardian of a child in- volved in an incident on the day the incident takes place and shall ensure that the parent or guardian signs the daily log to confirm their awareness.	50(2)	May 10, 2024	
Comments: 4 verified incident logs do not indicate the parent's signature. Administrator must ensure that all incident logs are signed by parents, in order to confirm their awareness of a situation.			

General Comments
<p>During the renewal inspection, the inspector observed the children arriving from school to the facility, afternoon snack, outdoor and indoor play. Inspector observed the children making a mother's day craft.</p> <p>Ratio is respected during the time of the inspection.</p>

original signed by
Sarah MacDougall-LeBlanc

Signature of Early Learning and Childcare Licensing Staff

May 13, 2024

Date

original signed by
Kelly Guignard

Signature of Operator/Designate

May 13, 2024

Date