

## 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 LITTLE HARVARD EARLY LEARNING CENTRE INC	Licence Number 2012316	Inspection Date September 23, 2020	
Facility Name LITTLE HARVARD EARLY LEARNING CENTRE		Telephone Number (506) 632-1300	
Address 531 Dunn Avenue Saint John NB E2M 2W6			
Name of Early Learning and Childcare Licensing Staff Breanne Jones		Position Title Inspector	

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)	Sep 28, 2020	
Comments: Random review of child files. One file missing medical practitioner information.			
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)	Sep 30, 2020	
Comments: Random review of child files. Immunization record missing for one file.			
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 (i) the staff member's name, address and birth date.	24(1)(c)(i)	Sep 23, 2020	
Comments: Random review of staff files. One staff member's file was not on site.			
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 (ii) the staff member's qualifications including the certificates or training referred to in paragraph 11(b) or (c).	24(1)(c)(ii)	Sep 23, 2020	
Comments: Random review of staff files. One staff member's file was not on site.			
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 (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	Sep 23, 2020	
Comments: Random review of staff files. One staff member's file was not on site.			

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)	Sep 23, 2020	
Comments: Random review of staff files. One staff member's file was not on site.			
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)	Sep 23, 2020	
Comments: Random review of staff files. One staff member's file was not on site.			
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)	Sep 23, 2020	
Comments: Random review of staff files. One staff member's file was not on site.			
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)	Sep 23, 2020	
Comments: Random review of staff files. One staff member's file was not on site.			
28(3) The premises of a licensed facility shall comply with (a) lighting, ventilation and other general health standards under the Public Health Act.	28(3)(a)	Sep 23, 2020	
Comments: Group Log: Group logs were not reflective of which children were actually within the preschool room. If there are 15 children or less, and the children are all interacting within the same room, all children should be listed on that one log. If there are more than 15 children within that room, the children should be divided and only interact within their bubble group on their side of the room. Ensure that the "date group established" on the group log reflects any changes going forward.  Standing water observed within both water tables during inspection today within outdoor play area. Ensure these are dumped following a rain fall in the future.			
31(3) An operator shall maintain the outdoor play area of a licensed facility to ensure the safety of the children.	31(3)	Sep 25, 2020	
Comments: A wheel on the wagon within the preschool outdoor play area is broken-to be fixed or replaced. There was a screw protruding from metal sheet on mud kitchen within outdoor play area-to be fixed. Larger toys and the seat portion of highchairs are being stored within the sandbox of the infant play area outside-to be removed. A tarp can be used to close off sandbox at this time. Broken toys noted within the infant and preschool outdoor play areas-to be removed.			
39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (b) medications.	39(2)(b)	Sep 28, 2020	
Comments: Medication is being stored within a cupboard in the kitchen with a child safety lock. Medications must be locked by either a CSA approved child safety lock or by lock and key.			
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)	Sep 30, 2020	
Comments: Random review of child files. Immunization record missing for one file.			
48(4) If an infant is receiving services at a licensed facility, the operator shall (d) ensure that each bottle is stored with a cover in the refrigerator.	48(4)(d)	Sep 24, 2020	
Comments: There was a bottle within the fridge that did not have a cover during time of inspection.			
48(5) If more than one bottle-fed infant is receiving services at a licensed facility, the operator shall ensure that each bottle is (a) labelled with the child's name, (b) used only for the intended child.	48(5)	Sep 24, 2020	

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: There were 2 bottles observed within the facility during the time of inspection. Neither bottle was labelled.			
General Comments			
<p>Discussed with operator current documentation. Ensure that some current documentation is displayed for the children and educators to revisit throughout the day. Some documentation should be kept in the child's portfolio and some can be sent home with children as the parents are currently not able to enter the building and view displayed work.</p> <p>Nap mats to be removed that are less than 5cm thick. Operator states these are not currently being used for children as they are at the bottom of the pile.</p> <p>Positive interactions were observed between children and educators during play, snack, story time and washroom routines.</p> <p>Ensure materials/ toys are rotated during cleaning to be sure that there are toys and materials accessible to the children when they come back inside from outdoor play.</p> <p>Floor in twos room buckling. Operator states that it was saturated during sanitizing of materials and that they are working towards a solution to fix the floor. Will follow up during follow up inspection.</p> <p>Update allergy information as the posting is for a child who no longer attends the facility.</p>			

original signed by  
Breanne Jones

September 23, 2020

\_\_\_\_\_  
Signature of Early Learning and Childcare Licensing Staff

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Operator/Designate

\_\_\_\_\_  
Date