

## 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 CASSEL ENTERPRISES LTD.	Licence Number 2012480	Inspection Date September 26, 2019	
Facility Name HANDS ON LEARNING CENTER MONCTON SCHOOL AGE		Telephone Number (506) 877-4263	
Address 2181 Mountain Road Moncton NB E1G 1B6			
Name of Early Learning and Childcare Licensing Staff Erin MacLaggan		Position Title Inspector	
Order for Compliance	Regulation	Date to be corrected	Date corrected
21 A licensee shall post the following documents in a clearly visible and prominent place in the facility associated with the licence: (a) the licence; (b) a report provided under section 23; (c) an order issued under section 28; and (d) a probationary licence issued under section 29.	21(a) – (d)	Sep 20, 2019	
Comments: The licence posted is the expired one from 2018. Operator must post the valid licence.			
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)	Sep 20, 2019	Sep 26, 2019
Comments: 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 (i) the staff member's name, address and birth date.	24(1)(c)(i)	Sep 26, 2019	Sep 26, 2019
Comments: 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 (ii) the staff member's qualifications including the certificates or training referred to in paragraph 11(b) or (c).	24(1)(c)(ii)	Sep 26, 2019	Sep 26, 2019
Comments: 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 (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	Sep 26, 2019	Sep 26, 2019
Comments: Deficiency is now compliant			

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 26, 2019	Sep 26, 2019
Comments: 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 (v) a copy of a criminal record check or vulnerable sector check, as the case may be.	24(1)(c)(v)	Sep 26, 2019	Sep 26, 2019
Comments: 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 (vi) a copy of a check with the Department of Social Development.	24(1)(c)(vi)	Sep 26, 2019	Sep 26, 2019
Comments: 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)	Sep 26, 2019	Sep 26, 2019
Comments: Deficiency is now compliant			
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)	Oct 04, 2019	
Comments: One toilet does not flush, keeps overflowing so it was turned off. This toilet must be replaced or repaired.			
30(1) A full-time or part-time early learning and childcare centre shall have an indoor play area of at least 3.25 m <sup>2</sup> for each child receiving services at the centre.	30(1)	Sep 27, 2019	
Comments: A small room that was recently converted back into play space has two large shelves, covered in sheets, and a filing cabinet lining one wall. These storage units are taking away from the measured play space. Only moveable shelving units used for children's play equipment and materials are not deducted from measured playspace, therefore the filing cabinet and shelves must be removed from the playspace.			
30(3) An operator shall maintain the indoor play area of a licensed facility to ensure the safety of the children.	30(3)	Sep 27, 2019	
Comments: A small room recently converted back into play space has a wall of shelves that are overloaded, heavy and do not seem sturdy. These shelves must be removed from the playspace.			
31(3) An operator shall maintain the outdoor play area of a licensed facility to ensure the safety of the children.	31(3)	Aug 26, 2019	
Comments: Wooden stumps are still splintered, holes on side of hill have not yet been filled in. Hazards must be removed immediately.			
50(2) The operator of a licensed facility shall inform the parent or guardian of a child involved 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)	Aug 23, 2019	
Comments: Several incident logs that were created after the last inspection were not signed. Operator must ensure that all incident logs are being signed on the same day they were created.			

### General Comments

One toilet was noted as out of order at the last inspection; it is still not functioning. Toilet must be fixed or replaced. Facility still has access to enough toilets to meet the requirements of the Licensing Regulation however if additional toilets stop working the Operator will need to contact the QAM if they are not meeting Regulations.

General Comments

Most of the audited child files have been corrected and staff are actively working to obtain all required information for the remaining files.

A staff member was onsite without a staff file. The staff file was delivered to the facility and all required documents are present in the file.

Observed positive interactions between staff and children during the inspection.

original signed by  
Erin MacLaggan

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Signature of Early Learning and Childcare Licensing Staff

September 26, 2019

\_\_\_\_\_  
Date

original signed by  
Emily Silliker

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

September 26, 2019

\_\_\_\_\_  
Date