

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 2014609	Inspection Date March 28, 2019	
Facility Name HANDS ON LEARNING CENTER MONCTON PRESCHOOL		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 Quality Assurance Monitor	
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)	Apr 08, 2019	
Comments: A relief staff member does not have a CRC/VSC completed and in her file. She left and cannot return to work until it is completed, in her file and has no contraventions. One staff member's SD Check was not completed at least every 5 years because the date on the last check is Feb 2014. Staff member must leave and cannot return until this check is complete, clear of any contraventions, and in the staff file onsite.			
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)	Apr 15, 2019	
Comments: Files that were non compliant at the last inspection are still non compliant, as the requirements for name, address and phone number for at least 2 emergency contacts (within one hour) are not complete.			
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)	Mar 28, 2019	Mar 28, 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)	Mar 28, 2019	Mar 28, 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)	Mar 28, 2019	Mar 28, 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)	Apr 05, 2019	
Comments: Relief staff member arrived for work but did not have a file. Director brought file to facility however the staff member has not yet signed the statement. Staff member must read the Act and licensing regulation, and sign the statement.			
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)	Mar 29, 2019	
Comments: Relief staff member arrived for work but did not have a file. Director brought file to facility however the staff member does not have a CRC/VSC. She cannot return until it is completed, free of any contraventions, and in the 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 (vi) a copy of a check with the Department of Social Development.	24(1)(c)(vi)	Mar 28, 2019	Mar 28, 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)	Apr 15, 2019	
Comments: Relief staff member arrived for work but did not have a file. Director brought file to facility however the staff member does not have a First Aid and CPR certificate. She cannot work alone until this is obtained and in the file.			
28(2) An operator of a licensed facility shall carry out emergency evacuation and fire drills monthly.	28(2)	Feb 06, 2019	Mar 28, 2019
Comments: Deficiency is now compliant			
29 An operator of a licensed facility shall ensure that the traffic area and the outdoor walk-ways of the licensed facility are free from obstructions and hazards.	29	Apr 01, 2019	
Comments: The infant play area and walk-way through this area is icy. Ice must be removed to prevent slips and falls.			
31(3) An operator shall maintain the outdoor play area of a licensed facility to ensure the safety of the children.	31(3)	Apr 01, 2019	
Comments: The infant play area and walk-way through this area is icy. Ice must be removed to prevent slips and falls.			
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)	Feb 06, 2019	Mar 28, 2019
Comments: Deficiency is now compliant			
39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (a) toxic products, chemical products and cleaning supplies;	39(2)(a)	Feb 05, 2019	Mar 28, 2019
Comments: Deficiency is now compliant			

General Comments

A relief staff member arrived to cover staff lunch breaks however she did not have a staff file on site, which is a non-compliance to Regulation 24(1)(c)(i - vii). Her file was delivered to the facility however she does not have a CRC/VSC completed and in the file. She left and cannot return until the check is completed, clear of contraventions and in her file.

General Comments

A second relief staff member accompanied an educator and a group of preschool children on an outing in the bus, the relief staff member was in ratio however there is no staff file present at this facility for her. The Admin. sent QA Monitor verification of the relief staff member's CRC/VSC and SD Check however this staff member does not have first aid. Any staff, including volunteers, who are counted in ratio must have a valid First Aid and CPR certificate.

All staff, including volunteers, must have a complete staff file present at the facility.

QA Monitor observed that a parent of one of the children brought a tractor/snow plow for a visit to the preschool children. Educators brought a few children at a time out to the parking lot to safely explore the snow plow. Children were excited to be a part of this. This is a positive demonstration of the educator making connections with the community to enhance children's sense of belonging (Curriculum Goal of Well-Being) and to permit children the opportunity to develop a sense of appreciation for human creativity and innovation (Curriculum Goal of Diversity and Social Responsibility). I wonder how this will shape the children's afternoon as they discuss the big tractor and their experiences exploring it. Educators can further support this learning by provisioning the classroom and the outdoor play space with new resources such as books, trucks, paper and mark making materials and loose parts. QA Monitor will follow up at next follow up inspection to view documentation.

original signed by
Erin MacLaggan

Signature of Early Learning and Childcare Licensing Staff

March 28, 2019

Date

original signed by
Jennifer Bainbridge

Signature of Operator/Designate

March 28, 2019

Date