

## 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 679028 N.B. INC.	Licence Number 2015093	Inspection Date November 01, 2023	
Facility Name Riverview Youth Connection		Telephone Number (506) 387-4989	
Address 567 Coverdale Road Riverview NB E1B 3K7			
Name of Early Learning and Childcare Licensing Staff Kelly Bezeau		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)	Nov 03, 2023	
Comments: During the renewal inspection, the inspector observed that a first aid (FA) certificate and a cardiopulmonary resuscitation (CPR) certificate were expired. The inspector also observed that one staff file is missing first aid (FA) certificate and a cardiopulmonary resuscitation (CPR) certificate. The operator must ensure that all educators hold a valid first aid certificate and a valid cardiopulmonary resuscitation certificate in their file.			
12(0.1)(a)(i-iii) In subsection (1), an operator of a licensed facility includes: (a) in the case of a criminal record check or a vulnerable sector check, as the case may be, (i) in the case of a corporation or unincorporated association, the directors, (ii) in the case of a partnership, the partners, and (iii) in the case of a limited partnership, the general partners;	12(0.1)(a)(i-iii)	Nov 10, 2023	
Comments: During the renewal inspection, the inspector observed that a copy of the operator's criminal record check / vulnerable sector check is missing. The operator must ensure that a copy of the criminal record check / vulnerable record check is maintained in the operator's file.			
12(0.1)(b)(i-iii) In subsection (1), an operator of a licensed facility includes: (b) in the case of a check with the Department of Social Development, (i) in the case of a corporation or unincorporated association, the directors who have contact with children receiving services in the facility or who manage the finances of the facility, (ii) in the case of a partnership, the partners who have contact with children receiving services in the facility or who manage the finances of the facility, and (iii) in the case of a limited partnership, the general partners who have contact with children receiving services in the facility or who manage the finances of the facility.	12(0.1)(b)(i-iii)	Nov 10, 2023	
Comments: During the renewal inspection, the inspector observed that a copy of the operator's check with Social Development is missing. A record of suitability with the Department of Social Development is required when they have contact with children. The operator must ensure that a copy of the operator's check with Social Development is maintained in the operator's file.			

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 license issued under section 29.	21(a) – (d)	Nov 03, 2023	
Comments: During the renewal inspection, the inspector observed that the last annual inspection report is not posted in a visible place in the facility. The operator must ensure that a copy of the annual inspection report and the most recent monitoring inspection report is posted in a visible place in the facility.			
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: (i) the child's name, address, birth date and Medicare number,	24(1)(b)(i)	Nov 01, 2023	Nov 01, 2023
Comments: 1 out of 10 audited children file is missing the Medicare number. The operator must ensure that all children's file are completed with all the information as prescribed in the regulation. During the renewal inspection, the operator updated the child's file. 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: (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)	Nov 03, 2023	
Comments: During the renewal inspection, the inspector observed that 1 out of 10 audited children file is missing an emergency contact. During the inspection the parent provided a second emergency contact to the operator.  The inspector also observed that the two emergency contacts listed in 1 out of the 10 child files audited have the same phone number. The operator must ensure that the name, address and phone number of at least two individuals authorized by the child's parent to pick up the child and to be contacted in case of an emergency is documented in the child's 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)	Nov 10, 2023	
Comments: During the renewal inspection, the inspector observed that the operator's file is missing. The operator must ensure that a file is kept in the facility and accessible with all required information (Name, address, date of birth).			
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)	Nov 10, 2023	
Comments: During the renewal inspection, the inspector observed that the operator's file is missing. The operator must ensure that a file is kept in the facility and accessible with a copy of the description of duties and responsibilities.			
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)	Nov 10, 2023	
Comments: During the renewal inspection, the inspector observed that the operator's file is missing. The operator must ensure that a file is kept in the facility and accessible with a copy of a signed statement regarding obligations under the Act and licensing regulation.			
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)	Nov 10, 2023	
Comments: During the renewal inspection, the inspector observed that the operator's file is missing. The operator must ensure that a file is kept in the facility and accessible with a copy of a criminal record check/vulnerable sector check.			

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 (vi) a copy of a check with the Department of Social Development.	24(1)(c)(vi)	Nov 10, 2023	
Comments: During the renewal inspection, the inspector observed that the operator's file is missing. The operator must ensure that a file is kept in the facility and accessible with a copy of a check with Social Development.			
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)	Nov 03, 2023	
Comments: During the renewal inspection, the inspector observed that the operator's file is missing. The operator must ensure that a file is kept in the facility and accessible with a copy of a valid first aid (FA) certificate and a valid cardiopulmonary resuscitation (CPR) certificate.			
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: (j) smoke alarm, smoke detector and fire extinguisher inspection and maintenance records.	24(1)(j)	Nov 17, 2023	
Comments: During the renewal inspection, the inspector observed that the fire extinguisher had been inspected in September of 2022. The operator must ensure that the fire extinguisher is inspected every 12 months.			
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: (k) emergency evacuation and fire drill records.	24(1)(k)	Nov 01, 2023	Nov 01, 2023
Comments: During the renewal inspection, the inspector observed that the emergency evacuation and fire drill was not documented for October 2023. The operator must ensure that monthly emergency evacuation and fire drills are documented. The administrator immediately placed the information on the emergency evacuation and fire drill form. Deficiency is now compliant.			
27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (f) permitting the child to participate in an outing.	27(f)	Nov 09, 2023	
Comments: During the renewal inspection, the administrator informed the inspector that consent forms for outings are disposed of following the outings. The operator must ensure that consent forms for outings are maintain in each child's file.			
27 An operator of a licensed facility shall obtain the written consent of a parent or guardian of a child receiving services at the licensed facility before doing any of the following: (g) transporting or providing for the transportation of the child.	27(g)	Nov 01, 2023	Nov 01, 2023
Comments: During the renewal inspection, the inspector observed that consent for transportation to the facility from the school was missing in 1 of the 10 child files verified. The operator must ensure that consent from the parents is provided for transporting the child from the school to the facility. During the renewal inspection, the parent provided consent for transporting their child. Deficiency is now compliant.			
32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (d) clean and in good repair.	32(1)(d)	Nov 01, 2023	Nov 01, 2023
Comments: During the renewal inspection, the inspector observed 1 damaged book in one out of the 2 classrooms. During the inspection, the educator removed the book from the classroom. Deficiency is now compliant.			
33(2) Stationary equipment in the outdoor play area shall be surrounded by a protective surfacing and installed according to the manufacturer's instructions.	33(2)	Nov 17, 2023	
Comments: During the renewal inspection, the inspector observed that protective surfacing is lacking around the outdoor climbing dome. The operator must ensure that stationary equipment in the outdoor play area is surrounded by appropriate protective surfacing as prescribed in the manufacturer's manual.			
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)	Nov 03, 2023	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: During the renewal inspection, the inspector observed that the review and maintenance plan for the stationary equipment was not completed for October 2023. The operator must ensure that the monthly review and maintenance plan is completed to ensure that outdoor play area materials and equipment are safe and functional.</p>			
<p>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;</p>	39(2)(a)	Nov 01, 2023	Nov 01, 2023
<p>Comments: During the renewal inspection, the inspector observed a can of shaving cream in a closed container on a shelf in 1 of the 2 classrooms. The inspector also observed 2 gallons of paint in an unlocked storage area. During the inspection, the administrator placed all toxic products in a locked storage area. Deficiency is now compliant.</p>			
<p>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.</p>	39(2)(b)	Nov 01, 2023	Nov 01, 2023
<p>Comments: During the renewal inspection, the inspector observed that medications are stored in a fridge located inside an unlock storage area. The operator must ensure that medications are locked and inaccessible to children. During the inspection, the operator locked the door. Deficiency is now compliant.</p>			
<p>40(1) An operator of a licensed facility shall ensure that personal belongings of a child receiving services at the licensed facility that are brought to the licensed facility, including combs, brushes, toothbrushes, towels, washcloths, bedding, pacifiers and soothers, are (a) labelled with the name of the child.</p>	40(1)(a)	Nov 06, 2023	
<p>Comments: During the renewal inspection, the inspector observed that 4 out of 5 waters bottled are not labelled with the name of the child. The operator must ensure that all personal belongings brought from home are labelled with the child's name.</p>			
<p>40(1) An operator of a licensed facility shall ensure that personal belongings of a child receiving services at the licensed facility that are brought to the licensed facility, including combs, brushes, toothbrushes, towels, washcloths, bedding, pacifiers and soothers, are (c) stored separately for each child.</p>	40(1)(c)	Nov 03, 2023	
<p>Comments: During the renewal inspection, the inspector observed that children's backpacks are stored in a pile outside on the ground. The operator must ensure that children's personal belongings are stored separately so that belongings do not get lost or mixed-up and to reduce the risk of communicable diseases.</p>			
<p>9(1) The child-to-staff ratio is one educator for each of the following groups of children of the same age receiving services at a full-time or part-time early learning and childcare centre: (a) three infants or fewer; (b) five children or fewer who are two years of age; (c) eight children or fewer who are three years of age; (d) ten children or fewer who are four years of age or older, but who are not yet attending school; and (e) 15 school-age children or fewer.</p>	9(1)	Nov 01, 2023	Nov 01, 2023
<p>Comments: During the renewal inspection, two educators informed the inspector that they were supervising 31 children. While talking to the educators, it was unclear how many children were under their supervision. The inspector asked the educator to line up the children to conduct a head count. Once completed, the inspector observed that 30 children are present. To ensure that children are appropriately supervised at all times, the operator must improve supervision practices by ensuring that staff members conduct frequent head counts indoors and outdoors. Deficiency is now compliant.</p>			

**General Comments**

During the renewal inspection, the inspector observed snack time, indoor and outdoor free play.

original signed by  
Kelly Bezeau

Signature of Early Learning and Childcare Licensing Staff

November 02, 2023

Date

original signed by  
Dawna VanBuskirk

November 02, 2023

Signature of Operator/Designate

Date