

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 YMCA OF GREATER SAINT JOHN INC.	Licence Number 2016400	Inspection Date January 19, 2021	
Facility Name YMCA OF GREATER SAINT JOHN HAZEN WHITE-ST. FRANCIS		Telephone Number (506) 646-2106	
Address 538 Sandy Point Road Saint John NB E2K 3S2			
Name of Early Learning and Childcare Licensing Staff Breanne Jones		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: (b) educators must have successfully completed the Introduction to Early Childhood Education course or hold an Early Childhood Education Certificate.	11(b)	Jan 29, 2021	
Comments: Staff member to be registered for the Introduction to Early Childhood Education course. Proof of enrollment to be placed in staff 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 (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	Jan 25, 2021	
Comments: Missing from relief staff 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 (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)	Jan 25, 2021	
Comments: Missing from relief staff 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 (v) a copy of a criminal record check or vulnerable sector check, as the case may be.	24(1)(c)(v)	Jan 25, 2021	
Comments: Relief staff file was not on site and faxed over following the arrival of licensing staff at time of inspection. Staff files must be present on site at all times or accompany a relief staff for their shift.			
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)	Jan 25, 2021	
Comments: Relief staff file was not on site and faxed over following the arrival of licensing staff at time of inspection. Staff files must be present on site at all times or accompany a relief staff for their shift.			

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 (vii) a copy of a valid first aid certificate and a valid cardiopulmonary resuscitation certificate for each administrator and educator.	24(1)(c)(vii)	Jan 25, 2021	
Comments: Relief staff file was not on site and faxed over following the arrival of licensing staff at time of inspection. Staff files must be present on site at all times or accompany a relief staff for their shift.			
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: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	Jan 25, 2021	
Comments: Some attendance forms were incomplete/missing departure times. Attendance forms must be kept on site for review by licensing staff.			
28(2) An operator of a licensed facility shall carry out emergency evacuation and fire drills monthly.	28(2)	Jan 25, 2021	
Comments: Fire drills were not documented for the months of November and December 2020. To be completed and documented monthly.			
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)	Feb 05, 2021	
Comments: Board on bottom of book shelf within cozy corner is in poor repair-to be fixed/replaced.			
37 An operator of a licensed facility shall not permit a child receiving services at the licensed facility access to the kitchen unless the child is supervised.	37	Jan 25, 2021	
Comments: Kitchen door was open at time of inspection. Kitchen space is to be inaccessible to children except under supervised conditions.			
50(1) An operator of a licensed facility shall maintain a chronologically filed daily incident log relating to the health, security and well-being of the children receiving services at the licensed facility.	50(1)	Jan 25, 2021	
Comments: There was no binder/folder designated as a daily incident log. To be created for future non-reportable incident reports. Review section 6.6 Incidents within Operator Manual.			

General Comments

Completed renewal inspection today. COVID-19 Red Alert Phase. Screening was completed upon arrival. Ensure COVID-10 Guidance for Early Learning and Childcare Facilities document is kept up to date and on site for staff to review.

Children were engaged in a variety of activities this morning (playing Jenga, reading stories, gross motor activities within the gym, cutting and snipping materials within the sensory bin, exploring costumes/dress up clothes, creative art, etc.). The children are provided with opportunities to explore their individual interests. Current topics of interest (ex: Lego, costumes and building/constructing) were identified within the environment through materials and documentation. Recommended that the children's creative art pieces, learning stories and photographs be posted at their level within the environment for the purpose of revisiting later.

Hand washing routines were observed during the inspection. It was evident that the children understand and follow a daily routine.

During today's inspection, the educators interacted with the children at their level, promoted opportunities for communication and literacy, mark making, play and playfulness and supported the children's emotional health and positive identities.

original signed by
Breanne Jones

Signature of Early Learning and Childcare Licensing Staff

January 19, 2021

Date

original signed by
Avril Wood-Toner

Signature of Operator/Designate

January 19, 2021

Date