

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 Kacie's Early Learning Childcare Centre Inc.	Licence Number 2016875	Inspection Date July 24, 2024	
Facility Name Karlie's After School Club		Telephone Number (506) 773-5437	
Address 285 Campbell Street Miramichi NB E1V 1R4			
Name of Early Learning and Childcare Licensing Staff Venessa Sullivan		Position Title Inspector	
Order for Compliance	Regulation	Date to be corrected	Date corrected
12(1) An operator of a licensed facility shall obtain a criminal record check or a vulnerable sector check, as the case may be, and a check with the Department of Social Development at least every five years.	12(1)	May 30, 2024	
Comments: Operator's Criminal Record Check and Vulnerable Sector check is expired. It must be renewed every 5 years.			
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)	May 20, 2024	
Comments: One child's file was missing adresse and Medicare.			
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: (iii) the name, address and home and work telephone numbers of the child's parent or guardian,	24(1)(b)(iii)	May 20, 2024	
Comments: One child's file was missing parent/guardian contact 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: (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)	May 20, 2024	
Comments: One child's file was missing updated emergency contact 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: (c) staff member records that include (i) the staff member's name, address and birth date.	24(1)(c)(i)	May 30, 2024	
Comments: Administrators file was not present at the center. A record with all necessary documents must be kept at center.			

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 (ii) the staff member's qualifications including the certificates or training referred to in paragraph 11(b) or (c).	24(1)(c)(ii)	May 30, 2024	
Comments: Administrators file was not present at the center. A record with all necessary documents must be kept at center.			
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)	May 30, 2024	
Comments: Administrators file was not present at the center. A record with all necessary documents must be kept at center.			
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)	May 30, 2024	
Comments: Administrators file was not present at the center. A record with all necessary documents must be kept at center.			
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)	May 30, 2024	
Comments: Administrators file was not present at the center. A record of all necessary documents must be kept at center.			
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)	May 30, 2024	
Comments: Administrators file was not present at the center. A record of all necessary documents must be kept at center.			
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)	May 30, 2024	
Comments: Administrators file was not present at the center. A record of all necessary documents must be kept at center.			
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	May 06, 2024	
Comments: A garbage bag and two large, rolled carpets were in the stair well landing obstructing the thoroughfare. This stair well is used by educators and children to access the outdoor play area. Traffic area and outdoor walkways are kept free from obstructions and hazards			
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)	May 15, 2024	May 15, 2024
Comments: Deficiency is now compliant; A bottle of cleaning product was found on a shelf in the 3-year-old bathroom and another bottle of cleaning product was found under the cabinet in the 4year old bathroom. Both were placed in locked storage upon request.			
46(1) An operator of a licensed facility shall only administer medication to a child receiving services at the licensed facility in the following cases: (c) if the medication is not prescribed, the medication is (i) in the original container with the original label, (ii) in a container with child protective caps (iii) labelled with the child's name and the dosage.	46(1)(c)	Jun 06, 2024	
Comments: Several bottles of non-prescribed medication are missing the dosage on the label. All non-prescribed medications should be reviewed to ensure that the name of the child and dosage are on the label.			

General Comments

Visit to the facility today to complete the annual inspection. Ratio was respected during the visit.

Observations: Upon arrival, all the preschool children were outside playing in the outdoor play area. All children came in, cleaned up and had lunch. After lunch, the preschoolers returned outside. The afterschool children arrived by bus in the early afternoon. Various types of documentation are present in each room that display the children's interests and what they are learning.

Verification of the record of the professional learning hours of each eligible staff will be completed during follow up inspection.

original signed by
Venessa Sullivan

Signature of Early Learning and Childcare Licensing Staff

May 20, 2024

Date

original signed by
Carolyn Latulippe

Signature of Operator/Designate

May 20, 2024

Date