

## 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 SARAH FIANDER	Licence Number 2017673	Inspection Date January 23, 2020	
Facility Name Best Beginnings Preschool and Afterschool Centre		Telephone Number (506) 261-9918	
Address 58 Hanselpacker Road Harvey Station NB E6K 1A3			
Name of Early Learning and Childcare Licensing Staff Nancy Glendenning		Position Title Inspector	
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: (a) financial records.	24(1)(a)	Jan 31, 2020	
Comments: Operator stated that financial records are kept at her home office.			
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)	Jan 31, 2020	
Comments: There are some medicare numbers and expiry dates missing from the files			
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: (v) the child's health history and a copy of the record of immunizations or a copy of an exemption.	24(1)(b)(v)	Jan 31, 2020	
Comments: There are immunizations records missing from preschool files			
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 31, 2020	
Comments: Require a description of duties and responsibilities for operator and volunteer			
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 31, 2020	
Comments: Require signed statement regarding obligations under the Act and licensing regulation for operator and volunteer			
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)	Jan 31, 2020	
Comments:			

Order for Compliance	Regulation	Date to be corrected	Date corrected
47(1) An operator of a licensed facility shall refuse admission to a child if satisfactory proof of the immunizations required by the Public Health Act or the regulations under that Act is not provided.	47(1)	Jan 31, 2020	
Comments: There are immunization records missing from child files			

General Comments
<p>Preschool children were preparing to go outside at time of arrival. Educators encourage children to dress themselves and help them when they need it. Observed operator playing with a child as the child was getting dressed. They encouraged him to hop to get his snow pants up until he was successful.</p> <p>There is evidence of a purposefully planned program. Please continue to build your child centered program based on the children's interests and the guidelines from the New Brunswick Curriculum. Operator has a program outline and is using learning stories, pictures, words, etc..</p> <p>Operator stated that they do provide some store bought snacks for school age children even though they do bring their own. Advised operator to keep a log of what is being served.</p> <p>Financial records are not being kept at this facility. Operator stated that due to the fact that facility operates out of a public building, the financial records are kept at her home. Operator is requesting an exemption for financial records.</p> <p>Toxic products are being stored in a closet with a sliding lock. They were not accessible to children however advised operator that sliding locks are no longer an accepted way to keep toxic products secured. Operator stated that a door knob with a lock will replace the current knob.</p> <p>Children's files are missing documentation. Please ensure that child profiles are completed by parents, immunization records are stored in files for preschool children and that each parent signs off on consents for their child.</p> <p>Operator stated that they have not had to yet use an incident log or use a reportable incident form. Operator stated that they are aware of the difference between the two and will use them as required.</p>

original signed by  
Nancy Glendenning

\_\_\_\_\_  
Signature of Early Learning and Childcare Licensing Staff

January 23, 2020

\_\_\_\_\_  
Date

original signed by  
Sarah Fiander

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

January 23, 2020

\_\_\_\_\_  
Date