

## Early Learning and Childcare Facility Inspection Report

Type of Inspection:  
Monitoring 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 2017681	Inspection Date July 18, 2024
Facility Name Hands On Learning Enrichment Centre		Telephone Number (506) 878-4263
Address 2282 Mountain Road Moncton NB E1G 1B4		
Name of Early Learning and Childcare Licensing Staff Erika Hickey		Position Title Quality Assurance Monitor

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)	Jul 18, 2024	Jul 18, 2024
Comments: The Quality Assurance Monitor observed 2 staff files. In one of the two files, a proof of completion of the 90hours certificate was missing. It was immediately printed and placed in the staff records. Deficiency is now compliant			
30(1) A full-time or part-time early learning and childcare centre shall have an indoor play area of at least 3.25 m <sup>2</sup> for each child receiving services at the centre.	30(1)	Jul 18, 2024	Jul 18, 2024
Comments: During the monitoring inspection, the Quality Assurance Monitor observed 11 children in a room measuring for 10 children. The 11 children were gathered because one staff was absent and they had grouped the children in the same classroom with one educator. When another staff member arrived, the children were brought to their own classroom and the maximum capacity was respected. Deficiency is now compliant			
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.	9(1)	Jul 18, 2024	Jul 18, 2024
Comments: Upon arrival at the facility, the Quality Assurance Monitor observed 11 children with one educator. The administrator immediately notified that the staff is out of ratio and that they are awaiting the arrival of a staff member to come in. The administrator stated that the staff would be arriving in approximately 10 minutes. A few minutes later another administrator arrived on-site and stepped into the classroom to cover the ratio while the staff member arrived. When the relief staff arrived, the ratio was respected. Deficiency is now compliant			

<p><b>General Comments</b></p> <p>The Quality Assurance Monitor is on site for a monitoring inspection. During the inspection, the following items were verified:</p>
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General Comments

Ratio and maximum number of children  
Personal Belongings  
Administrative Records  
Storage Space  
Staff records

During the inspection, the Quality Assurance Monitor observed a sign at the door advising parents that they expect parents to notify them of absences before 9am and that if they arrive later without notifying them of the late drop off that they may not be able to offer service for the day. The Quality Assurance Monitor had a discussion with the administrator regarding their obligations in providing a service. The administrator shared that they would not refuse service but may need to delay while they call in a staff if they are under staff to be able to accommodate. The administrator removed the sign from the door as they indicated that another administrator had written the message, and it did not convey the message intended. The Quality Assurance Monitor recommended that if children have not arrived by their normal time that they can call to verify if the child is absent for the day. This practice also fulfills their duty to verify if the absence is due to illness.

original signed by  
Erika Hickey

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Signature of Early Learning and Childcare Licensing Staff

July 18, 2024

\_\_\_\_\_  
Date

original signed by  
Jennifer Bainbridge

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

July 18, 2024

\_\_\_\_\_  
Date