

Early Learning and Childcare Facility Inspection Report

Type of Inspection:
Follow-Up 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 The Young Women's Christian Association of Moncton Inc.	Licence Number 2017899	Inspection Date August 15, 2023	
Facility Name YW/Academie des Amis / Friends Academy		Telephone Number (506) 855-4349	
Address 135 Kendra Street Moncton NB E1C 9V9			
Name of Early Learning and Childcare Licensing Staff Kyleigh Roy		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)	Jul 21, 2023	Aug 15, 2023
Comments: During the follow-up inspection, the inspector observed that the missing copy of a valid first aid (FA) certificate and a valid cardiopulmonary resuscitation (CPR) certificate has been placed in the staff member'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)	Jul 11, 2023	Aug 15, 2023
Comments: During the follow-up inspection, the inspector observed that the name, address and telephone number of at least 2 emergency contacts is present in the 4 child files audited. 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: (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)	Jul 21, 2023	Aug 15, 2023
Comments: During the follow-up inspection, the inspector observed that the missing copy of a valid first aid (FA) certificate and a valid cardiopulmonary resuscitation (CPR) certificate has been placed in the staff member'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: (j) smoke alarm, smoke detector and fire extinguisher inspection and maintenance records.	24(1)(j)	Jul 31, 2023	Aug 15, 2023
Comments: During the follow-up inspection, the inspector observed that the monthly checks were conducted for the fire extinguisher and that the annual inspection is valid until November 2023. Deficiency is now compliant.			
26(2) The operator of a licensed facility shall require the parent or guardian referred to in subsection (1) to sign a declaration confirming that he or she has read and understood the content of the handbook.	26(2)	Aug 18, 2023	

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: During the follow-up inspection, the inspector observed that the signed statement from parents confirming they have read and understood the parent handbook is missing in 1 of the 4 files audited. The child's file must include the signed statement from parent confirming they have read and understood the parent handbook.			
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)	Aug 18, 2023	
Comments: During the follow-up inspection, the inspector observed that a parent had checked N/A for the consent regarding transporting the child or providing transporting for child. The inspector was informed that this child is transported to school by the facility. The operator must ensure that consent for transporting the child or providing transportation is provided by the parents.			
28(2) An operator of a licensed facility shall carry out emergency evacuation and fire drills monthly.	28(2)	Jul 31, 2023	Jul 26, 2023
Comments: During the follow-up inspection, the inspector observed that a fire drill had been conducted on July 26, 2023. Deficiency is now compliant.			
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.	40(1)(a)	Aug 18, 2023	
Comments: During the inspection, the inspector overserved that 2 out of the 10 water bottles verified were not labelled with the name of the child. The administrator informed the inspector that they will send a reminder out to parents.			
48(2) An operator of a licensed facility may supply food to a child receiving services at the licensed facility that a parent or guardian of the child brings from the child's home if the food is labelled with the child's name and refrigerated, as required.	48(2)	Aug 18, 2023	
Comments: During the follow-up inspection, the inspector observed that 3 out of 10 lunch boxes are not labeled with the children's names. The administrator informed the inspector that they will send a reminder out to parents.			
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)	Aug 15, 2023	Aug 15, 2023
Comments: When the inspector arrived on-site to conduct the follow-up inspection, the inspector observed a group of children being supervised by an Inclusion Support Worker. An Inclusion Support worker providing services to children with additional support needs does not count in the ratio. The child-to-staff ratio must be maintained at all times; therefore, a plan must be in place in the event of a staffing shortage. Once the inspector informed the administrator, the administrator immediately contacted an educator to come downstairs and supervise the children. Deficiency is now compliant.			
General Comments			
During the follow-up inspection, the inspector observed indoor free play.			

original signed by
Kyleigh Roy

Signature of Early Learning and Childcare Licensing Staff

August 15, 2023

Date

original signed by
Jinyoung Park

Signature of Operator/Designate

August 15, 2023

Date