

## 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<br>Little Harvard Early Learning Centre Inc.     |                                             | Inspection Date<br>July 02, 2026   |
| Facility Name<br>Little Harvard After School Havelock Campus      |                                             | Licence Number<br>2017973          |
| Address<br>576 Havelock Street Saint John NB E2M 2Y2              |                                             | Telephone Number<br>(506) 632-1300 |
| Type of Facility<br>Part-time Early Learning and Childcare Centre | Maximum Number of Children<br>60            | Ages of Children<br>SCHOOL-AGE     |
| ELCC Licensing Staff<br>Amanda Wills                              | Position Title<br>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 (vi) a copy of a check with the Department of Social Development.                                                | 24(1)(c)(vi) | Jul 02, 2026         |                |
| Comments: During a review of staff records, Licensing identified that one staff member did not have a completed Social Development Check on file. The staff member was sent home pending receipt of the required check. All staff must have the required documentation completed before beginning employment. |              |                      |                |

| General Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
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| <p>A monitoring inspection occurred in the afternoon.</p> <p>Upon arrival, the children were engaged in a variety of activities that included making books, building with magnetic tiles, and completing word search sheets before transitioning outdoors.</p> <p>Outdoors, the children were observed participating in a variety of activities that included playing football alongside their educator, playing soccer, and basketball, using chalk, drawing, and building an obstacle course with tires.</p> <p>Educators indicated that the children are currently interested in sports, coloring, and word searches. These interests were reflected in the activities and materials available throughout the facility.</p> <p>Positive child guidance techniques were observed. The educators were seen engaging at the children's level, providing appropriate supervision, using encouraging language, offering choices, and assisting children with decision-making</p> <p>A clearly visible and prominent area was designated for the posting of the facility license, current monitoring reports, and any orders for compliance. Additional documentation reviewed included incident logs, daily attendance records, one educator file, and records of evacuation and monthly fire drills.</p> <p>A conversation took place with the administrator on the following:</p> |

## General Comments

- A lock is required on the door leading to the basement, as it has been reported to licensing that children have attempted to open the door. The lock must restrict children's access while remaining readily openable from the inside, in compliance with the requirements of the Office of the Fire Marshal.
- Educators must ensure that whenever there is a change to a child's allergy information, both the allergy list and the Extreme Allergy Management Plan are updated to reflect the current information.

original signed by  
Amanda Wills

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

July 03, 2026

\_\_\_\_\_  
Date

original signed by  
Kerry-Anne Morris

\_\_\_\_\_  
Signature of Operator/Designated staff

July 03, 2026

\_\_\_\_\_  
Date

*"I hereby acknowledge receipt of this report"*