

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 KAREN LINDSAY	Licence Number 2018078	Inspection Date September 24, 2020	
Facility Name East Coast Kids Riverside-Albert		Telephone Number (506) 962-5868	
Address 90 Water Street Riverside-Albert NB E4H 3Z7			
Name of Early Learning and Childcare Licensing Staff Erin MacLaggan		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)	Oct 01, 2020	
Comments: Financial records are not kept onsite, they are kept at a home office. Records must be kept at the licensed facility.			
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)	Oct 01, 2020	
Comments: Several of the audited files do not have 2 emergency contacts. Emergency contacts must be two individuals (not parents/guardians) who are able to pick up the child within 1 hour.			
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)	Oct 01, 2020	
Comments: Two staff do not have a signed statement regarding their obligation under the Act & licensing regulation. The signed statement in their files was not updated after the Act was proclaimed. Staff must read Act & Regulation, and sign a statement regarding obligations under the Act & Reg.			
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: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	Sep 25, 2020	
Comments: A child was marked as departed at noon, however the child was still present as it is not yet noon. Attendance records were left inside when the group was on a walk & outside in the playground. Attendance records must be completed each time a child arrives and leaves, be accurate and reflect all children present at any given time and taken out of the facility whenever children leave the building.			
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)	Sep 24, 2020	
Comments: Lysol wipes were present on top of a cupboard, must be stored in a locked cupboard.			

General Comments

Operator can send an email to the Quality Assurance Monitor to advice when the orders for compliance have been corrected.

original signed by
Erin MacLaggan

Signature of Early Learning and Childcare Licensing Staff

September 24, 2020

Date

original signed by
Karen Lindsay

Signature of Operator/Designate

September 24, 2020

Date