

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 AMY MCEVOY	Licence Number 2018799	Inspection Date January 14, 2020
Facility Name LITTLE STEPS HAVELOCK		Telephone Number (506) 534-2325
Address 13 Cross Road Havelock NB E4Z 5E8		
Name of Early Learning and Childcare Licensing Staff Janice Gauvin-Léger		Position Title Inspector

Order for Compliance	Regulation	Date to be corrected	Date corrected
10(1) The number of educators that are required for a group of children of mixed ages receiving services at a full-time or part-time early learning and childcare centre is calculated as follows: (a) by multiplying the number of children of the same age by the corresponding factor set out in Schedule A; and (b) by adding the results obtained under paragraph (a).	10(1)	Jan 14, 2020	Jan 14, 2020
Comments: Educators were getting ready for naptime. When asked how adequate supervision is kept during naptime the educators explained that the children who sleep are placed in the sleep room while the children that are awake are playing in the classroom. The inspector explained that as stated in the Operator Manuel Full-time and part-time early learning and Childcare Centres section 8.1.4 Supervision (page 60) The child-to-staff ratio for children in a group may be reduced by one-half for napping children, provided that one staff member is present in the same room as the children. The educators corrected this measure during time of inspection. Deficiency is now compliant			
12(1) An operator of a licensed facility shall obtain a criminal record check or a vulnerable sector check, as the case may be, and a check with the Department of Social Development at least every five years.	12(1)	Jan 14, 2020	Jan 14, 2020
Comments: Regulation 12(1) An operator of a licensed facility shall obtain a criminal record check or a vulnerable sector check, as case may be , and a check with the Department of Social Development at least every five years. The Social Development on site for the operator is expired. Deficiency is now compliant			
13(2) An operator of a licensed facility shall not employ or otherwise engage a person as a staff member if the person (b) has been identified by a check with the Department of Social Development under paragraphs 12(4)(a) to (d).	13(2)(b)	Jan 15, 2020	Jan 14, 2020
Comments: Regulation 13(2) The Social Development check for the operator is expired a new one must be brought to this site. 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)	Jan 24, 2020	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: Regulations 24(1) For the purpose of subsections 20(1) of the Act, the following records and documents shall be maintained on the premises of a licensed facility: (b) Child's record that include; (iv) the name, address and telephone number of at least two individual authorized by the child's parent or guardian to pick up the child and to be contacted in case of an emergency if the parents or guardian cannot be reached. 4 out of 15 files did not have the complete address for the emergency contact.</p>			
<p>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.</p>	24(1)(c)(vi)	Jan 15, 2020	Jan 14, 2020
<p>Comments: Regulations 24(1) For the purpose of subsections 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. The operators Social Development check on site is expired. Deficiency is now compliant</p>			
<p>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.</p>	24(1)(c)(vii)	Jan 15, 2020	Jan 14, 2020
<p>Comments: Regulations 24(1) For the purpose of subsections 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. The operators first aid check on site is expired. Deficiency is now compliant</p>			
<p>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: (b) permitting, in the case of illness or soiled clothing, the child to shower or bathe or showering or bathing the child.</p>	27(b)	Jan 24, 2020	
<p>Comments: Regulation 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. 1 child did not have the consent forms in his file.</p>			
<p>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: (c) permitting the administration of medication in the circumstances set out in section 46.</p>	27(c)	Jan 24, 2020	
<p>Comments: Regulation 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. 1 child did not have the consent forms in his file</p>			
<p>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: (d) permitting the administration of emergency care to the child.</p>	27(d)	Jan 24, 2020	
<p>Comments: Regulation 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. 1 child did not have the consent forms in his file</p>			
<p>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: (f) permitting the child to participate in an outing.</p>	27(f)	Jan 24, 2020	
<p>Comments: Regulation 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. 1 child did not have the consent forms in his file</p>			
<p>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.</p>	27(g)	Jan 24, 2020	
<p>Comments: Regulation 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. 1 child did not have the consent forms in his file</p>			

Order for Compliance	Regulation	Date to be corrected	Date corrected
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: (j) permitting photographs and videos to be taken of the child for publication or social media.	27(j)	Jan 24, 2020	
Comments: Regulation 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. 1 child did not have the consent forms in his file			
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: (k) posting photographs of the child at the licensed facility to illustrate the child's learning.	27(k)	Jan 24, 2020	
Comments: Regulation 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. 1 child did not have the consent forms in his file			
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 17, 2020	
Comments: Regulations 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. Toxic products, chemical products and cleaning supplies are kept in the kitchen in a cabinet with a child safety lock, as stated in the Act they need to be in a locked storage.			
39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (b) medications.	39(2)(b)	Jan 17, 2020	
Comments: Regulations 39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (b) medications. Medications are kept in a container on top of a shelf, as stated in the Act they need to be in a locked storage.			

General Comments

No infant on site during the inspection.

Children enjoyed the outdoor play area.

Evidence of children's learning was visible in the centre.

Incident logs are present in the centre inspector asked that details of treatment given to the child be logged on the incident log in order to let parents know what's been done.

original signed by
Janice Gauvin-Léger

Signature of Early Learning and Childcare Licensing Staff

January 14, 2020

Date

original signed by
Amy McEvoy

Signature of Operator/Designate

January 14, 2020

Date