

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 AMY MCEVOY	Licence Number 2018799	Inspection Date June 14, 2022
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 Sarah MacDougall		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)	Jun 15, 2022	
Comments: By reviewing the staff and the children's attendance records for the week of June 6th - June 10th 2022, it is evident that one staff was left alone to supervise 2 infants and 4 preschoolers. As infants are not permitted to be part of a mixed age group, Operator must ensure that the infants and the preschoolers have an adequate number of staff to maintain ratio for each group.			
10(7) Despite subsection (1), infants shall not be grouped with children of another age group.	10(7)	Jun 15, 2022	
Comments: When inspectors arrived, it was observed that there was a mixed age group of one infant and one school age child. Children under the age of 24 months are not to be mixed with children of other ages. The operator must ensure that infants are never part of a mixed age group.			
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)	Jun 08, 2022	Jun 14, 2022
Comments: Staff files were verified on site and all required information was indicated. Deficiency is now compliant			
12(3) An operator of a licensed facility shall ensure that a criminal record check or a vulnerable sector check, as the case may, and a check with the Department of Social Development is conducted on each staff member and associated person at least every five years.	12(3)	Jun 08, 2022	Jun 14, 2022
Comments: Staff files were verified on site and all required information was indicated. Deficiency is now compliant			
21 The daily activities of a licensed facility shall be purposely planned in advance and documented and shall respond to the capabilities, needs and interests of each child.	21	Jun 08, 2022	Jun 14, 2022
Comments: Programming was purposely planned and documented. Deficiency is now compliant			
21 The daily activities of a licensed facility shall be purposely planned in advance and documented and shall respond to the capabilities, needs and interests of each child and shall include (c) opportunities (iv) to explore the arts and sciences.	21(c)(iv)	Jun 08, 2022	Jun 14, 2022
Comments: Science materials have been added to the classroom. Deficiency is now compliant			

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: (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)	May 27, 2022	Jun 14, 2022
Comments: The audited children's records had all required documentation. 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 (v) a copy of a criminal record check or vulnerable sector check, as the case may be.	24(1)(c)(v)	Jun 01, 2022	Jun 14, 2022
Comments: Staff files were verified on site and all required information was indicated. 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 (vi) a copy of a check with the Department of Social Development.	24(1)(c)(vi)	Jun 08, 2022	Jun 14, 2022
Comments: Staff files were verified on site and all required information was indicated. Deficiency is now compliant			
28(1) An operator of a licensed facility shall not change the allocation of space used to provide services or add to or alter any building or facility or any part of them unless the Minister has approved the changes in writing.	28(1)	Jun 15, 2022	
Comments: The allocated space for infants and preschool aged children was changed by the Operator without approval by the Department. One side of the room was approved for 6 preschool children and the other side closest to the immediate exit was approved for 3 infants. It was observed during the inspection that the infants were located on the preschool side and the preschool and school aged children were on the infant side. As infants are not permitted to be moved from spaces that are approved for them, the Operator must return the infants to their side and the preschool children to their side.			
28(3) The premises of a licensed facility shall comply with (a) lighting, ventilation and other general health standards under the Public Health Act.	28(3)(a)	Jun 15, 2022	
Comments: Inspectors observed that there is no lighting in the upstairs hallway or in the back stairwell leading to the after school room. This causes visibility in the stairwell to be reduced, and presents a hazard to anyone using the stairwell. An operator of a licensed facility shall ensure that the traffic areas of the licensed facility are free from obstruction and hazards. Operator must ensure that this hallway and stairwell are properly lit, in order to ensure the safety of children, parents and staff.			
28(3) The premises of a licensed facility shall comply with (b) codes and standards under the Fire Prevention Act.	28(3)(b)	Jun 15, 2022	
Comments: Inspectors observed that there is no lighting in the upstairs hallway or in the back stairwell leading to the after school room. This causes visibility in the stairwell to be reduced, and presents a hazard to anyone using the stairwell. The stairwell is an exit and the operator shall ensure that the traffic areas of the licensed facility are free from obstruction and hazards in case of emergency. Operator must ensure that this hallway and stairwell are properly lit, in order to ensure the safety of children, parents and staff.			
29 An operator of a licensed facility shall ensure that the traffic area and the outdoor walk-ways of the licensed facility are free from obstructions and hazards.	29	Jun 15, 2022	
Comments: Inspectors observed that there is no lighting in the upstairs hallway or in the back stairwell leading to the after school room. This causes visibility in the stairwell to be reduced, and presents a hazard to anyone using the stairwell. An operator of a licensed facility shall ensure that the traffic areas of the licensed facility are free from obstruction and hazards. Operator must ensure that this hallway and stairwell are properly lit, in order to ensure the safety of children, parents and staff.			
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 ² for each child receiving services at the centre.	30(1)	Jun 15, 2022	
Comments: During the inspection, there were 12 children in a space that has been allocated for 3 infants. Therefore, there is not 3.25m ² of indoor play space for each child. In order for this to be corrected, children must only be in the spaces that have been measured and approved by the ELC licensing staff and approved by the fire prevention officer.			

Order for Compliance	Regulation	Date to be corrected	Date corrected
31(3) An operator shall maintain the outdoor play area of a licensed facility to ensure the safety of the children.	31(3)	May 27, 2022	
Comments: Protective surfacing for the Little Tykes could not be properly verified due to the weather conditions. This will be verified during the next follow-up inspection.			
31(8) The outdoor play area of a full-time or part-time early learning and childcare centre at which services are provided to infants and children of another age group shall (a) include a separate area for the infants, or (b) be used by the infants and the children of another age group at different times.	31(8)	May 25, 2022	Jun 14, 2022
Comments: During the time of the inspection, the outdoor play area was used at different times in order to ensure that the infant and other children remained separated. Deficiency is now compliant			
32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (a) varied and in sufficient quantity for the number and ages of the children receiving services at the licensed facility.	32(1)(a)	Jun 15, 2022	
Comments: During the inspection, educators indicate that 10 school aged and 3 preschool aged children were eating their snack in the preschool play space. Inspectors observed that there was an insufficient amount of tables and chairs for the amount of children in the space. In order for this to be rectified, children must be in the spaces that were approved at the time of licensing. Those spaces must be adequately provisioned in accordance with the regulations.			
33(2) Stationary equipment in the outdoor play area shall be surrounded by a protective surfacing and installed according to the manufacturer's instructions.	33(2)	Jun 08, 2022	
Comments: Protective surfacing for the swings could not be properly verified due to the weather conditions. This will be verified during the next follow-up inspection.			
36(7) A nap mat shall be at least 5 cm in thickness and stored in a way that avoids contact with the surface of another nap mat or disinfected on both sides after each use.	36(7)	May 25, 2022	Jun 14, 2022
Comments: Nap mats are stored so there is no contact with another nap mat. Deficiency is now compliant			
43 An operator of a licensed facility shall not permit hot beverages in areas that are occupied by the children receiving services at the licensed facility, including the outdoor play area.	43	Jun 15, 2022	
Comments: While inspectors were present at the facility, a hot beverage was found on top of a shelf in the infant play space. Operator must ensure that no hot beverages are permitted in areas that are occupied by children receiving services at the licensed facility.			
48(1) An operator of a licensed facility shall serve (a) a snack at least every three hours.	48(1)(a)	Jun 15, 2022	
Comments: When the inspectors arrived, children were immediately asked to go outside and some children did not have the opportunity to finish their snack. Snacks were left uneaten on the table. As per the Operator manual, meals and snacks are served in a relaxing and enjoyable environment and are not hurried.			

General Comments

Inspectors observed a vacuum in the middle of the upstairs hallway. Operator must ensure that the traffic areas of the licensed facility are free from obstruction and hazard.

original signed by
Sarah MacDougall

Signature of Early Learning and Childcare Licensing Staff

June 14, 2022

Date

original signed by
Amy McEvoy

Signature of Operator/Designate

June 14, 2022

Date