

## 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 Gunningsville Baptist Church Inc.	Licence Number 2003952	Inspection Date January 11, 2023	
Facility Name GBC Early Learning Centre		Telephone Number (506) 851-5520	
Address 160 Old Coach Road Riverview NB E1B 1N8			
Name of Early Learning and Childcare Licensing Staff Sarah MacDougall		Position Title Inspector	

  

Order for Compliance	Regulation	Date to be corrected	Date corrected
12(2) An operator of a licensed facility shall ensure that a criminal record check or a vulnerable sector check, as the case may be, and a check with the Department of Social Development is conducted on each individual before he or she becomes a staff member.	12(2)	Jan 11, 2023	Jan 11, 2023
Comments: 1 staff member did not provide a vulnerable sector check prior to employment. This employee was asked to leave the premises until a vulnerable sector check can be provided. A vulnerable sector check was provided during the inspection. Deficiency is now compliant			
21 A licensee shall post the following documents in a clearly visible and prominent place in the facility associated with the licence: (a) the licence; (b) a report provided under section 23; (c) an order issued under section 28; and (d) a probationary license issued under section 29.	21(a) – (d)	Jan 11, 2023	Jan 11, 2023
Comments: The most recent renewal inspection is not posted in a visible and prominent place in the facility. This information was posted during the inspection. 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: (e) administration of medication records.	24(1)(e)	Jan 18, 2023	
Comments: Inspector observed that a Potential Illness Report Form was filled out for a child, however the Administration of Acetaminophen Record was not filled out to show that Acetaminophen was provided to the child. During the time of the inspection, administrator filled out of the form. Administrator must ensure that the parent signs the Administration of Acetaminophen Record.			
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 25, 2023	
Comments: 4 of the audited children's records are missing the full address of their emergency contacts. 1 of the audited children's records has emergency contacts that live further than an hour from the facility. Administrator must ensure that all emergency contacts live within an hour of the facility, in order for the child to be picked up within an hour in case of emergency. Recommendation that administrator review all children's records to ensure that all required information is indicated.			

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: (v) the child's health history and a copy of the record of immunizations or a copy of an exemption.	24(1)(b)(v)	Jan 25, 2023	
Comments: 1 of the audited children's records is missing their immunization record. Recommendation that administrator review all children's records to ensure that all required information is indicated.			
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 (ii) the staff member's qualifications including the certificates or training referred to in paragraph 11(b) or (c).	24(1)(c)(ii)	Jan 11, 2023	Jan 11, 2023
Comments: 1 educator is registered for the Introduction to ECE course, however proof is not placed in their file. 1 educator is missing a copy of their ECE and curriculum certificate in their file. Administrator placed this information in missing staffs files. 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)	Jan 11, 2023	Jan 11, 2023
Comments: 1 staff member does not have a copy of their vulnerable sector check placed in their file. This employee was asked to leave the premises until a vulnerable sector check can be provided. This information was added during the inspection. 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)	Jan 11, 2023	Jan 11, 2023
Comments: 1 staff's file had a copy of an expired First Aid and Cardiopulmonary resuscitation certificate. Administrator showed inspector the current certificate and placed it in the staff's file immediately. 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: (d) associated person records that include (ii) a copy of a check with the Department of Social Development.	24(1)(d)(ii)	Jan 11, 2023	Jan 11, 2023
Comments: A copy of a check with Social Development was not in the associated person's file. This information was added to their file during the inspection. Deficiency is now compliant			
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.	27(b)	Jan 25, 2023	
Comments: 1 of the audited children's records is missing the consent for bathing or showering in the event of illness or soiled clothing. Recommendation that administrator review all children's records to ensure that all required information is indicated.			
30(3) An operator shall maintain the indoor play area of a licensed facility to ensure the safety of the children.	30(3)	Jan 13, 2023	
Comments: Inspector observed a rug in a classroom that is rolled at the sides, posing a tripping hazard. Administrator indicates that a new rug has been purchased to replace this one. For the time being, administrator must find a solution to ensure that the rug is flattened or remove the rug. Inspector also observed the top of a toy bin that was ripped. Administrator removed this from the classroom immediately.			
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 11, 2023	Jan 11, 2023
Comments: Inspector found paint cans and a bottle of Lysol disinfectant wipes in the administrator's office. The administrator was not present in their office and the door was not locked. All toxic products must be placed under lock and key. This was addressed with the administrator, who locked them immediately. Deficiency is now compliant			

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41(1) A licensed facility at which services are provided to children who wear diapers shall have a sturdy surface that is (a) equipped with rails or safety straps.	41(1)(a)	Jan 11, 2023	Jan 11, 2023
Comments: During the inspection, inspector observed that the changing surface is equipped with a safety strap, however this was not used during the diaper changing. This was addressed with the educator, who used it immediately. 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	Jan 11, 2023	Jan 11, 2023
Comments: Inspector found a hot beverage located on a shelf in the hallway. Hot beverages are not permitted in areas in which children are present. This was brought up to an educator, who immediately placed this in the administrator's office. Deficiency is now compliant			

General Comments
<p>During the time of the inspection, inspector observed indoor and outdoor play, as well as lunch and the rest period. Inspector observed children playing with a sensory bin as well as trains. Educators were seen reading a story to children. Inspector observed the children gather together in the Sanctuary for an activity.</p> <p>A discussion was had with the administrator regarding taking the proper measures to ensure that the outdoor play area remains free of ice during the winter months, such as placing salt or sand on the ground. This is to minimize the risk of slipping for children and all other people present in the outdoor play area.</p> <p>A discussion was also had the administrator regarding programming. Inspector recommends that administrator contact their Early Learning Consultant to explore different options for creating detailed programming.</p> <p>The Inspector discussed the amendments to the Act with the Administrator. The Administrator advised that they are still waiting to receive checks for certain members of the Board of Directors. Proof must be provided to the inspector once the checks are received. Administrator must ensure that a copy of the checks are kept on-site.</p> <p>Ratio was respected during the time of the inspection.</p>

original signed by  
Sarah MacDougall

Signature of Early Learning and Childcare Licensing Staff

January 11, 2023

Date

original signed by  
Janet Perry

Signature of Operator/Designate

January 11, 2023

Date