

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 The Boys & Girls Club of Saint John, Inc.	Licence Number 2019490	Inspection Date November 20, 2020	
Facility Name Seaside Park After School Care		Telephone Number (506) 634-2011	
Address 627 Havelock Street Saint John NB E2M 2V4			
Name of Early Learning and Childcare Licensing Staff Lisa Green		Position Title Quality Assurance Monitor	
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)	Dec 15, 2020	
Comments: One staff member without an SDcheck in their file.			
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)	Dec 15, 2020	
Comments: One staff member without an SDcheck in their file.			
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)	Dec 15, 2020	
Comments: Follow up to Renewal Inspection report for 2019 not posted.			
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: (ii) the name, address and telephone number of the child's medical practitioner.	24(1)(b)(ii)	Dec 15, 2020	
Comments: Physician phone number missing from 2 child files. Physician address missing from one child file. (random review of files)			
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)	Dec 15, 2020	
Comments: Only one emergency contact listed for one child file. Address for one emergency contact missing from one child file. Addresses for 2 emergency contacts missing for one child file. Random review of files.			

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 (iii) a description of the staff member's duties and responsibilities. Comments: Missing from one staff file.	24(1)(c)(iii)	Dec 15, 2020	
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. Comments: Missing from one staff file.	24(1)(c)(vi)	Dec 15, 2020	
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (a) the daily routine. Comments: Daily Routine not posted in the learning environment or on parent board.	25(a)	Dec 15, 2020	
28(2) An operator of a licensed facility shall carry out emergency evacuation and fire drills monthly. Comments: Emergency evacuation and fire drill not completed for October 2020.	28(2)	Dec 15, 2020	
28(3) The premises of a licensed facility shall comply with (a) lighting, ventilation and other general health standards under the Public Health Act. Comments: Step stools in boys and girls bathrooms next to Cafeteria unclean.	28(3)(a)	Dec 15, 2020	
50(2) The operator of a licensed facility shall inform the parent or guardian of a child involved in an incident on the day the incident takes place and shall ensure that the parent or guardian signs the daily log to confirm their awareness. Comments: One daily incident log not signed by parent. (dated Nov 6, 2020).	50(2)	Dec 15, 2020	

General Comments

During today's renewal inspection children were observed engaged in a variety of activities in the indoor and outdoor play environments. Indoors children were provided with opportunities to engage with materials in the cafeteria including books, games, art materials, small manipulatives and dramatic play. In the gym, children played with scooters and soccer balls, and in the outdoor environment children enjoyed the fresh air and playing on the large play equipment.

Educators were observed to speak to children in a kind and respectful manner. When dealing with challenging behaviours, educators responded appropriately; by redirecting negative energy, distracting children from potential problems, and offering a new activity.

Room arrangement among groups to ensure physical distancing is working well.

As discussed, a new group log under COVID-19 guidelines released on November 13 is to be used. This group log form can also be used for a visitor log.

original signed by

Lisa Green

Signature of Early Learning and Childcare Licensing Staff

November 20, 2020

Date

original signed by

Nick Rouse

Signature of Operator/Designate

November 20, 2020

Date