

Early Learning and Childcare Facility Inspection Report

Type of Inspection:
Monitoring 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.

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|--|---------------------------|---|--|
| Name of operator Touchstone Academy Inc. | Licence Number 2019564 | Inspection Date June 03, 2025 | |
| Facility Name Touchstone Academy Preschool | | Telephone Number (506) 847-2673 | |
| Address Unit A 68 Hampton Road Rothesay NB E2E 5L5 | | | |
| Name of Early Learning and Childcare Licensing Staff Britta Garnett | | Position Title Quality Assurance Monitor | |

| 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. | 24(1)(c)(iii) | Jun 20, 2025 | |
| Comments: One staff file missing Job Description. To be added. New staff file review. | | | |
| 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) | Jun 20, 2025 | |
| Comments: One staff file missing Signed Statement. To be added. New staff file review. | | | |
| 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) | Jun 20, 2025 | |
| Comments: One staff file missing First Aid/CPR Certificate. To be added. Staff not to be left alone with children until First Aid/CPR is complete and certificate is on file. | | | |

General Comments

Monitoring Inspection:

Children and educators were observed during transition to an outing this morning. The groups went to the neighboring high school to participate in field games with the leadership students. The students plan gross motor games for the children to engage in.

Each learning environment is set up with variety of materials for children to explore. The children in the Green Room are currently interested in bees, bugs, outdoor play, airplanes/travel and animals. An airplane console has been added to the dramatic play area to expand on this interest. The children in the Yellow Room are currently interested in bees, butterflies and pollination. A farmstand has been added to the dramatic play area to

General Comments

expand on the ongoing interests and encourage conversation about the importance bees have to the growth of fruit and vegetables. Documentation is displayed throughout the rooms that supports the children's interests and learning experiences.

QA Monitor discussed storage of Incident Logs with administrator during inspection. Currently, Incident Logs are stored in the children's files. Beginning in the new school year (Sept 2025) Incident Logs are to be kept together in a file or binder and in chronological order. See section 6.6. - Incidents of the Operator's Manual for more information.

Monthly fire drills are documented.

New staff file (1) review was completed.

original signed by

Britta Garnett

Signature of Early Learning and Childcare Licensing Staff

June 04, 2025

Date

original signed by

A. Morse

Signature of Operator/Designate

June 04, 2025

Date