

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.

Name of operator Brighter Horizon's Preschool and Afterschool Centre Inc.	Licence Number 2019570	Inspection Date December 20, 2019
Facility Name Brighter Horizons Preschool & Afterschool Centre		Telephone Number (506) 327-3030
Address 491 Pleasant Drive Minto NB E4B 2T4		
Name of Early Learning and Childcare Licensing Staff Nancy Glendenning		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: (b) child records that include: (i) the child's name, address, birth date and Medicare number, Comments:	24(1)(b)(i)	Jan 13, 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: (b) child records that include: (ii) the name, address and telephone number of the child's medical practitioner. Comments:	24(1)(b)(ii)	Jan 13, 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: (b) child records that include: (iii) the name, address and home and work telephone numbers of the child's parent or guardian, Comments:	24(1)(b)(iii)	Jan 13, 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: (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, Comments:	24(1)(b)(iv)	Jan 13, 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: (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. Comments:	24(1)(b)(v)	Jan 13, 2020	

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 (ii) the staff member's qualifications including the certificates or training referred to in paragraph 11(b) or (c).	24(1)(c)(ii)	Nov 01, 2019	Dec 20, 2019
Comments: 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 (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	Nov 01, 2019	Dec 20, 2019
Comments: 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 (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)	Nov 01, 2019	Dec 20, 2019
Comments: 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)	Nov 01, 2019	Dec 20, 2019
Comments: 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: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	Jan 06, 2020	
Comments: The educator stated that they ran out of photocopied attendance records and therefore have been signing children in on a sheet that they made. Please use government attendance records as they are mandatory according to regulations.			
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: (k) emergency evacuation and fire drill records.	24(1)(k)	Oct 31, 2019	Dec 20, 2019
Comments: Deficiency is now compliant			
26(2) The operator of a licensed facility shall require the parent or guardian referred to in subsection (1) to sign a declaration confirming that he or she has read and understood the content of the handbook.	26(2)	Jan 13, 2020	
Comments:			
28(2) An operator of a licensed facility shall carry out emergency evacuation and fire drills monthly.	28(2)	Oct 31, 2019	Dec 20, 2019
Comments: Deficiency is now compliant			
47(1) An operator of a licensed facility shall refuse admission to a child if satisfactory proof of the immunizations required by the Public Health Act or the regulations under that Act is not provided.	47(1)	Jan 13, 2020	
Comments: There are immunizations missing from some of the children's files.			

General Comments

All staff records are being kept in one file. Records and documents need to be maintained in an organized manner allowing for easy access and timely review. Each child, operator, staff member and associated person need to have their own file.

There was a child that was missing a complete file on site. Please be advised that all children require a completed file prior to entry. There was a file on site for this child's sibling and therefore contact information

General Comments

was available to the educator.

Educator interacted with the children and took interest in conversations and activities that they were doing. Children were having a pyjama day and were excited about the upcoming holiday.

original signed by
Nancy Glendenning

Signature of Early Learning and Childcare Licensing Staff

December 20, 2019

Date

original signed by
Tabitha Darrah

Signature of Operator/Designate

December 20, 2019

Date