

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 Brighter Horizon's Preschool and Afterschool Centre Inc.	Licence Number 2019570	Inspection Date March 05, 2020
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 Inspector

Order for Compliance	Regulation	Date to be corrected	Date corrected
11 The qualifications and training requirements for administrators and educators are as follows: (b) educators must have successfully completed the Introduction to Early Childhood Education course or hold an Early Childhood Education Certificate. Comments:	11(b)	Mar 20, 2020	
11(c)(i) The qualifications and training requirements for administrators and educators are as follows: (c) at a full-time or part-time early learning and childcare centre, (i) an administrator or at least 25% of educators must hold a one-year Early Childhood Education Certificate, or training that is equivalent in the opinion of the Minister, Comments:	11(c)(i)	Mar 20, 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: (i) the child's name, address, birth date and Medicare number, Comments: Observed several child files with expired Medicare Numbers or no Medicare Number at all.	24(1)(b)(i)	Mar 20, 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)	Mar 20, 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)	Mar 20, 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: (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)	Mar 20, 2020	
Comments: Observed several child files that were missing addresses for emergency contacts.			
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)	Mar 20, 2020	
Comments: Observed several child files with no proof of immunization.			
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)	Mar 20, 2020	
Comments:			
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)	Mar 20, 2020	
Comments:			
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)	Mar 20, 2020	
Comments:			
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: (i) menu plans and any substitutions.	24(1)(i)	Mar 20, 2020	
Comments: Accurate files on what food is being served to children must be kept on file. All substitutions must be recorded.			
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: (j) smoke alarm, smoke detector and fire extinguisher inspection and maintenance records.	24(1)(j)	Mar 20, 2020	
Comments: Please test smoke detectors monthly and maintain records.			
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)	Mar 20, 2020	
Comments:			
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: (d) permitting the administration of emergency care to the child.	27(d)	Mar 20, 2020	
Comments:			

Order for Compliance	Regulation	Date to be corrected	Date corrected
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: (e) permitting the child to leave the licensed facility with a person authorized by the parent or guardian.	27(e)	Mar 20, 2020	
Comments:			
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: (f) permitting the child to participate in an outing.	27(f)	Mar 20, 2020	
Comments:			
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: (g) transporting or providing for the transportation of the child.	27(g)	Mar 20, 2020	
Comments:			
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: (i) releasing information about the child to an outside organization.	27(i)	Mar 20, 2020	
Comments:			
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: (j) permitting photographs and videos to be taken of the child for publication or social media.	27(j)	Mar 20, 2020	
Comments:			
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: (k) posting photographs of the child at the licensed facility to illustrate the child's learning.	27(k)	Mar 20, 2020	
Comments:			
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	Mar 05, 2020	
Comments: The entrance to the outdoor play space has not been shoveled out. For emergency purposes, the entrance needs to be clear of snow at all times. Second emergency exit is obstructed. Roof has ice and snow hanging from it in traffic areas. As snow melts, it is a possibility that it could fall on a person's head. One of the educators knocked the snow off the roof at time of visit. It is strongly recommended that you have someone remove snow off the roof that is qualified to do so.			
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)	Mar 05, 2020	Mar 05, 2020
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)	Mar 20, 2020	
Comments: Observed several child files with no proof of immunization.			
48(3) An operator of a licensed facility shall provide weekly menus to a parent or guardian of a child at least three days in advance of serving the food and shall modify the food served in the case of special nutritional requirements of a child.	48(3)	Mar 05, 2020	

Order for Compliance	Regulation	Date to be corrected	Date corrected
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Comments:

General Comments

Please ensure that Renewal application and fee is forwarded to your Quality Assurance Monitor 90 to 120 days prior to expiry date on license.

Please ensure that the closet remains locked at all times with toxic products in it. The closet was unlocked at time of my arrival. The educator was advised and it was locked immediately.

Please refer to page 169 of the Operator's manual for suggested materials and equipment for outdoor play area to ensure compliance.

For safety purposes, please ensure that the entrance to the outdoor play space remains clear of snow. Gates and exits must be kept clear of snow and ice and open and close with ease.

There are currently no children in diapers at facility but operator was advised that diaper changing procedures must be followed should they accept children in diapers.

The outdoor play area could not be inspected as the entrance is not cleared. There is a snow bank blocking the entrance. Please be advised that in the Spring you will be required to have the appropriate amount of shade. It is my understanding that your two surfaces consist of grass and a sand box which could not be verified due to snow coverage.

Please ensure that inspection reports are being kept on smoke detectors. They are to be tested monthly.

Child records are not being filed in an organized manner. Records and documents must be maintained in an organized manner allowing for easy access and timely review.

Menus are not being followed as posted. Menus must be given to parents 3 days prior to serving the food and all substitutions must be recorded with date. Also, please keep a log of what week you are on each week. Operator started doing this at time of visit however initially educators and operator were not aware which week the food was being served from.

There was snow and ice hanging off the roof. Please ensure that roof is cleared as needed. The snow and ice hangs over the doorway walking into the centre which poses a danger to fall on a child's or person's head. One of the educators knocked the snow and ice off the roof at time of visit.

There were child profiles and consents missing for children in your care. Please be advised that each child must have a complete file prior to entry into your facility.

Staff files are missing information as per regulations.

Outdoor play did not occur within the prescribed time as outlined in regulations. Educators stated that they were having a special beach day and would take children out later. Please be advised that The daily routine of a licensed facility shall include outdoor play for at least one hour in each four-hour block of time when the majority of children receiving services are in attendance except in the following circumstances:

- (i) the wind chill is below -20 °C;
- (ii) the temperature is below -20 °C;
- (iii) the temperature is 33 °C with humidity or above

There was evidence of children's documentation but no pre-planned program on site. One of the educators stated that it was at home. Discussed various forms of pre-planning with operator and stated that it must be

General Comments

planned outlining the interests of the children. Recommended that operator make contact with the curriculum consultants from the Department. Operator stated that she did not feel the educators needed support with programming

Operator and Educator are required to take curriculum and introduction to ECE. Please fill out forms and forward them to Department. Confirmation will be sent back from the Department please put into both operator and educator's file.

original signed by
Nancy Glendenning

Signature of Early Learning and Childcare Licensing Staff

March 05, 2020

Date

original signed by
Tabitha Darrah

Signature of Operator/Designate

March 05, 2020

Date