

## Early Learning and Childcare Facility Inspection Report

Type of Inspection:  
Follow-Up 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 June 22, 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
10(1) The number of educators that are required for a group of children of mixed ages receiving services at a full-time or part-time early learning and childcare centre is calculated as follows: (a) by multiplying the number of children of the same age by the corresponding factor set out in Schedule A; and (b) by adding the results obtained under paragraph (a).	10(1)	Jun 22, 2020	Jun 22, 2020
Comments: Deficiency is now compliant			
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.	11(b)	Jun 29, 2020	
Comments: Proof of enrollment or completion is required for educators file.			
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,	11(c)(i)	Mar 20, 2020	Jun 22, 2020
Comments: This was added in error. The facility was compliant at time initial of inspection.			
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 licence issued under section 29.	21(a) – (d)	Jun 29, 2020	
Comments: Please ensure that you post the most current renewal inspection report and all follow-ups for 1 year. The visit from March 2020 was not posted. Also, please post each monitoring visit as they occur. The most recent monitoring visit was 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: (i) the child's name, address, birth date and Medicare number,	24(1)(b)(i)	Jun 22, 2020	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: There were two children that attended the facility on June 17, 2020 that did not have a file on site. Operator stated that they will not be returning and were just a drop in as they were family. All children who attend a license facility must have a file on site. The general condition of the child files have improved since last visit however emergency contacts are still missing from some. This was a compliance issue from March 5, 2020.</p>			
<p>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.</p>	24(1)(b)(ii)	Jun 29, 2020	
<p>Comments:</p>			
<p>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,</p>	24(1)(b)(iii)	Jun 29, 2020	
<p>Comments:</p>			
<p>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,</p>	24(1)(b)(iv)	Jun 29, 2020	
<p>Comments: Some of the children's files were missing emergency contacts.</p>			
<p>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.</p>	24(1)(b)(v)	Jun 29, 2020	
<p>Comments:</p>			
<p>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).</p>	24(1)(c)(ii)	Jun 29, 2020	
<p>Comments: Missing documentation from staff files in a compliance issue from March 5, 2020.</p>			
<p>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.</p>	24(1)(c)(iii)	Jun 29, 2020	
<p>Comments:</p>			
<p>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.</p>	24(1)(c)(vii)	Jun 29, 2020	
<p>Comments:</p>			
<p>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.</p>	24(1)(i)	Mar 20, 2020	Jun 22, 2020
<p>Comments: Operator currently not providing meals or snacks to children.</p>			
<p>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.</p>	24(1)(j)	Jun 29, 2020	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: There are still no records being kept on smoke detectors. The smoke detector was making a beeping sound at time of visit. Operator stated that the battery is dying but she verified that it is still working. Please change battery. This is a compliance issue from March 5, 2020.</p>			
<p>25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (d) the name of the administrator.</p>	25(d)	Jun 29, 2020	
<p>Comments: Please provide the name of the person who is in charge when you are not available.</p>			
<p>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.</p>	27(b)	Jun 29, 2020	
<p>Comments: Missing signed consents is a compliance issue from March 5, 2020.</p>			
<p>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.</p>	27(d)	Jun 29, 2020	
<p>Comments:</p>			
<p>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.</p>	27(e)	Jun 29, 2020	
<p>Comments:</p>			
<p>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.</p>	27(f)	Jun 29, 2020	
<p>Comments:</p>			
<p>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.</p>	27(g)	Jun 29, 2020	
<p>Comments:</p>			
<p>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.</p>	27(i)	Jun 29, 2020	
<p>Comments:</p>			
<p>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.</p>	27(j)	Jun 29, 2020	
<p>Comments:</p>			
<p>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.</p>	27(k)	Jun 22, 2020	
<p>Comments:</p>			
<p>28(3) The premises of a licensed facility shall comply with (a) lighting, ventilation and other general health standards under the Public Health Act.</p>	28(3)(a)	Jun 22, 2020	
<p>Comments: Please see all compliance issues in the comment section of this document. All compliances must be rectified immediately as of June 22, 2020. All information in the Covid-19 Recovery Phase: Guidance to Early Learning and Childcare Facilities and Summer Camps must be implemented and maintained.</p>			

Order for Compliance	Regulation	Date to be corrected	Date corrected
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)	Jun 29, 2020	
Comments:			
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	Jun 22, 2020
Comments: Operator currently not providing meals or snacks to children.			
9(1) The child-to-staff ratio is one educator for each of the following groups of children of the same age receiving services at a full-time or part-time early learning and childcare centre: (a) three infants or fewer; (b) five children or fewer who are two years of age; (c) eight children or fewer who are three years of age; (d) ten children or fewer who are four years of age or older, but who are not yet attending school; and (e) 15 school-age children or fewer.	9(1)	Jun 22, 2020	Jun 22, 2020
Comments: Deficiency is now compliant			

### General Comments

As per guidelines that were forwarded to licensed facilities on June 12th, the following guidelines must be implemented and maintained:

Observed drop-off. The people who are dropping off children are filling out the screening questionnaire however temperatures of children are not being taken outside, prior to entry into the facility. The guidance document clearly states that screening must be conducted prior to entering an ELC facility. Child screening should be completed prior to the parent or guardian leaving due to the fact that if the child is running a temperature, they must be excluded immediately.

Anyone who is deemed essential also needs to be screened prior to entry. Licensing staff entered the facility and advised Operator that screening was required for them which was stated in the most recent guidance document.

It is also mandatory that anyone who enters the facility is directed to wash their hands immediately. The licensing staff proceeded to the washroom to wash their hands without being told.

Group logs are not evident and up to date. Could not verify that attendance records reflected proper use of group log. On Wednesday June 17, 2020 there were 21 children on the attendance record and on June 18th, 2020 there were 20 children on the attendance records; however there was no group log to verify that a group of 15 was being maintained. Operator stated that she has not been separating the room.

Also, Household members must be provided and put into each child's file or in a binder that is accessible to licensing staff or partners.

As of today, June 22, 2020 at 12 p.m there were 16 children grouped together for lunch. Children were than separated into two groups. Groups are to remain the same throughout the day. It is not acceptable to reconfigure groups. To minimize the movement of children within the facility.

Every facility must post signage of handwashing and personal hygiene throughout the facility. Both Covid-19 and handwashing signs are posted on the portal. There is no evident signage posted in the facility. Please ensure that children continue to be monitored to ensure they are washing their hands correctly.

During the Covid-19, pandemic water tables and sandboxes are prohibited and therefore the sand from the sandbox in the outdoor play area must be removed immediately or covered so that children do not have access

General Comments

to it.

As you have carpets covering the floors, a vacuum cleaner with an exhaust filter must be used on them. If you do not have a vacuum cleaner with an exhaust filter you **MUST NOT** use a vacuum cleaner. An option to this is to steam clean the areas that have carpets. Please add this to your cleaning schedule.

Child / Staff ratio was not being maintained due to supervision. Inadequate supervision has been observed throughout the day. Children have been left alone in washrooms and playing on one side of facility while educators were in huddles talking or using cell phones. Operator stated that cell phones are not being used for personal use but to communicate with parent(s). Observed children running throughout facility from one end to the next without direction and did not remain with designated group.

Upon re-entering the facility, it was observed that educators were engaged with the children playing with them at their level. Children were happily playing in their respective groups.

If you require further clarification or direction, please do not hesitate to contact me as your licensing staff.

original signed by  
Nancy Glendenning

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Signature of Early Learning and Childcare Licensing Staff

June 22, 2020

\_\_\_\_\_  
Date

original signed by  
Tabitha Darrah

\_\_\_\_\_  
Signature of Operator/Designate

June 22, 2020

\_\_\_\_\_  
Date