



Early Learning and Childcare Facility Inspection Report

Type of Inspection:
Renewal Re-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 Tanya Kennedy & Meghan MacDonald	Licence Number 2019580	Inspection Date November 29, 2022	
Facility Name Acorn to Oak Academy		Telephone Number (506) 357-2618	
Address 62 Miramichi Road Oromocto NB E2V 1S2			
Name of Early Learning and Childcare Licensing Staff Nancy Glendenning		Position Title Inspector	
Order for Compliance	Regulation	Date to be corrected	Date corrected

General Comments

The annual inspection was partially completed on October 28th with both Nancy Glendenning and Joanne Voyer Page being present on this day. The completion of the inspection occurred today which also included a meeting between Nancy Glendenning, Susan Dickeson and the Operators. There were no children present today at time of visit.

During the previous visit that occurred on October 28, 2022 with Joanne Voyer Page it was noted that the Operator's children did not have their last names included on the attendance record. The Operator's added the last names and stated that they will continue to do this going forward.

It was also discussed that a separate attendance sheet be used daily for staff and volunteers entering the building. Operators did not realize that staff signing in and out was a regulation requirement and ceased the practice post covid. The Operators stated that going forward they will do this so that licensing staff are always aware of whom is in the building.

Manager Susan Dickeson advised operators that children over the age of 12 can be present at the facility as helpers. These children are the children of the operators and regularly help with the children. The Operators will provide complete staff files for each helper and update the files as the children turn 18 years of age. The Operators are aware that children under the age of 19 must never be left alone with children.

Nancy Glendenning advised Operator that any room in a facility including unmeasured play space can be inspected as it is in the children's environment. This includes kitchens, offices, closets, cupboards, etc...

As hours of facility and age groupings have changed, please forward a change in service request forms as discussed. Please make these changes to your parent handbook, provide your parent(s) and the Quality Assurance Monitor with a copy.

Operators were able to demonstrate both to Nancy Glendenning and Susan Dickeson how they are meeting the New Brunswick Curriculum Framework. Operators are posting artwork, having the children journal both indoor and outdoors, are taking pictures, and also have a facebook group for parents. As the daily work is mostly

General Comments

posted for parents, Operators have agreed to have a book with printed documentation to be easily verified by licensing staff and for children to look at. Nancy Glendenning also discussed having portfolios for the children where samples of their work could be saved and given back to them at the end of the school year.

The Operators agreed to have curriculum support help them with documentation and a referral will be made to that team.

Also, an operator stated that Staff and children's files would be put into a secured locked area as these files are considered confidential and should be secured.

All requirements for licensing were easily verified. The information is filed in an organized way. The environment has many learning opportunities available for the children. This environment is child lead and the educators respond to the children in conversation and inquisition supporting their learning.

Licensing staff can recommend facility for licensing.

original signed by
Nancy Glendenning

Signature of Early Learning and Childcare Licensing Staff

November 29, 2022

Date

Signature of Operator/Designate

Date