

## 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 700365 NB Inc.	Licence Number 2019621	Inspection Date January 12, 2021
Facility Name The Children's Academy 2019		Telephone Number (506) 206-4010
Address Unit 4 440 Kimble Drive Fredericton NB E3B 7G6		
Name of Early Learning and Childcare Licensing Staff Joanne Voye Page		Position Title Quality Assurance Monitor

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.	11(b)	Nov 30, 2021	
Comments: Staff are enrolled in the 90 hour training but course has not started.			
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: (g) attendance records of staff members.	24(1)(g)	Jan 13, 2021	
Comments: All staff must sign in on the daily staff attendance record. Please remind staff to do this and also add their last name.			
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)	Jan 29, 2021	
Comments: The fire extinguisher needs to be serviced. Please address - expired December 2020			
33(3) An operator of a licensed facility shall complete a monthly review and maintenance plan on all stationary equipment that includes the following information: (a) the review and repair dates; (b) the action required and the action taken; and (c) the name of the staff member who conducted the review.	33(3)	Jan 29, 2021	
Comments: This record must be completed monthly. It was last recorded in October.			

<p><b>General Comments</b></p> <p>Monitoring visit performed by Joanne Voye Page and accompanied by Troy Williams. Covid -19 ELC active screening guidelines upon entry were being followed for Orange Alert phase during my visit. I requested Screening questionnaire to be posted at the entryway. I provided the educator the most current screening questionnaire. Staff were also observed wearing a mask indoors and outside. Please ensure it covers the nose and mouth securely.</p> <p>Staff must be supervising children at all times during the day.</p> <p>Purpose of today's visit to introduce a new ELC Quality Assurance Monitor Licensing staff to the Administrator. Please update your parent board to reflect this change. Troy's contact information is 506-453-5795 or</p>
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General Comments

Troy.Williams@gnb.ca. He will be your direct contact with the licensing department.  
During today's visit I observed children involved in a variety of play opportunities and also getting ready for outdoor play. In one classroom, the educators were finding this a challenge to get children dressed. I would suggest dividing the group up and once the first 8 children are dressed the educator could take this group outside. Children were getting too hot in their snow suits, and upset waiting for the other children. I would recommend that staff speak to the children in a quiet gentle tone. I did speak to the educators as children were crying and they did follow my direction.  
I requested to review staff information ie. staff checks and/or education qualifications. Some staff are registered to take the 90 hr intro to ECE. Confirmations are located in the staff files.  
Incident logs were reviewed and a few observations. Please commence using the incident report in Appendix 15 and complete it in full. Some reports were missing the date, time or parent signature. These reports also be kept neatly stored in a binder or other file.  
Administrative records were also reviewed and educators are tracking this information.  
Please ensure children's last names are added to the attendance record. Also the daily log sheet must be kept to indicate the staff and child bubble group for PH purposes.

original signed by  
Joanne Voye Page

\_\_\_\_\_  
Signature of Early Learning and Childcare Licensing Staff

January 12, 2021

\_\_\_\_\_  
Date

original signed by  
Kyle Phillips

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

January 12, 2021

\_\_\_\_\_  
Date