

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 Andrew St.Louis	Licence Number 2019634	Inspection Date March 10, 2023	
Facility Name Mud Pies & Butterflies Family Childcare		Telephone Number (506) 874-9922	
Address 24 Remi Court Dieppe NB E1A 6V7			
Name of Early Learning and Childcare Licensing Staff Erika Hickey		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: (a) an administrator and educators must hold a valid first aid certificate and a valid cardiopulmonary resuscitation certificate;	11(a)	Mar 03, 2023	Mar 05, 2023
Comments: During the last monitoring inspection, a new staff did not have a proof of a valid first aid certification and valid cardiopulmonary resuscitation certificate. A proof was sent to the Quality Assurance Monitor by email and while on-site for this monitoring inspection, the Quality Assurance Monitor can confirm that a proof of certification is in the staff records. 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)	Feb 27, 2023	Mar 10, 2023
Comments: During the last monitoring inspection, the proof of training certificates and diplomas for a new staff member was you in the staff records. While doing an on-site follow-up inspection, the Quality Assurance Monitor was able to observe a transcript from the staff member's Bachelor in Education degree. The copy of the certification providing proof of completion was not in the staff records. The educator on-site explained that they have requested a certificate from the university and upon receipt, this will be placed in the staff file. Proof of enrollment in the 90 hours online course was placed in the staff records. Deficiency is now compliant			
22(5) Immediately on demand by an inspector, the operator or administrator of a licensed facility shall produce a record or document required by the inspector under subsection (4).	22(5)	Mar 03, 2023	Mar 10, 2023
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 (ii) the staff member's qualifications including the certificates or training referred to in paragraph 11(b) or (c).	24(1)(c)(ii)	Feb 27, 2023	Mar 10, 2023
Comments: During the last monitoring inspection, the proof of training certificates and diplomas for a new staff member was you in the staff records. While doing an on-site follow-up inspection, the Quality Assurance Monitor was able to observe a transcript from the staff member's Bachelor in Education degree. The copy of the certification providing proof of completion was not in the staff records. The educator on-site explained that they have requested a certificate from the university and upon receipt, this will be placed in the staff file. Proof of enrollment in the 90 hours online course was placed in the staff records. Deficiency is now compliant			

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 (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)	Feb 27, 2023	Mar 10, 2023
Comments: During the last monitoring inspection, a new staff did not have their signed statement regarding their obligations under the Act and licensing regulation as they had not yet read the Early Childhood Services and regulation. During an on-site follow-up inspection, the Quality Assurance Monitor can confirm that the signed statement is has been signed and is in the staff records. 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 (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 03, 2023	Mar 05, 2023
Comments: During the last monitoring inspection, a new staff did not have a proof of a valid first aid certification and valid cardiopulmonary resuscitation certificate. A proof was sent to the Quality Assurance Monitor by email and while on-site for this monitoring inspection, the Quality Assurance Monitor can confirm that a proof of certification is in the staff records. Deficiency is now compliant			
6.4(2) The operator shall implement and monitor the quality improvement plan and revise it each year.	6.4(2)	Apr 01, 2023	
Comments: The Quality Assurance Monitor asked the educator on-site if they are aware if the Quality Improvement Plan has been sent to their Assessment and Improvement Facilitator. The educator shared that they are currently working on it and that they will be submitting the documents soon. During the last monitoring inspection, the Quality Assurance Monitor had reminded the administrator that the Quality Improvement Plan needed to be sent as soon as possible. The Quality Improvement Plan as yet to have been received. According to regulation 6.4(2) The operator shall implement and monitor the quality improvement plan and revise it every year. The administrator must submit the Quality Improvement Plan within the time indicated. Since this is an element of designation, if the administrator fails to submit their written plan to their Assessment and Improvement Facilitator within the time indicated, licensing will need to evaluate the facilities' designation status.			

General Comments

The Quality Assurance Monitor is on-site to do a follow-up inspection to verify the compliance of elements from the last monitoring inspection. During the inspection, the Quality Assurance Monitor was able to observe children sleeping during nap time while a group of children were playing outside. An educator shared that they will be having a movie night in the afternoon as a special activity. The ratio was respected during the inspection.

During the last Monitoring Inspection, the Quality Assurance Monitor had requested to verify a new staff record to verify that the staff member has the required checks. The educator was unable to access the documents during the inspection and the Quality Assurance Monitor was unable to have access to the documents upon request. This was a non-compliance under the Early Childhood Services Act, 22(5) Immediately on demand by an inspector, the operator or administrator of a licensed facility shall produce a record or document required by the inspector under subsection (4). The Quality Assurance Monitor waited an additional hour following the end of the inspected elements that was scheduled for the monitoring inspection in order to give the educator time to be able to provide the requested documents. Records and documents must be accessible to the authorized government representatives at all times. A written plan was requested to be created and submitted to the Quality Assurance Monitor to detail how required documents would be made available at all times. The Quality Assurance Monitor has not yet received a written plan indicating how this would be remediated. During the follow-up on-site, an educator informed the QAM of their plan verbally that detailed how the documents would be accessible at all times. The element was compliant during the inspection as the Quality Assurance Monitor had access to the files during the inspection and a verbal plan was shared.

original signed by
Erika Hickey

March 10, 2023

Signature of Early Learning and Childcare Licensing Staff

Date

Signature of Operator/Designate

Date