

## 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 687526 NB	Licence Number 2019639	Inspection Date March 20, 2025
Facility Name Mel's Toddler Town		Telephone Number (506) 609-4070
Address 42 Craig Crescent Saint John NB E2K 4J4		
Name of Early Learning and Childcare Licensing Staff Robyn Nelson		Position Title Quality Assurance Monitor

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: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	Mar 20, 2025	
Comments: Observed two children enter the facility, but their attendance was not immediately recorded. Arrival and departure times must be documented immediately to ensure the attendance record accurately reflects all children present at any given time.			
28(3) The premises of a licensed facility shall comply with (a) lighting, ventilation and other general health standards under the Public Health Act.	28(3)(a)	Mar 20, 2025	
Comments: Observed dust on washroom surfaces. Washroom to be maintained and free from accumulating dirt and debris.			
30(3) An operator shall maintain the indoor play area of a licensed facility to ensure the safety of the children.	30(3)	Mar 20, 2025	
Comments: Observed a stain on a pillowcase; it should be removed and laundered according to the weekly schedule for porous surfaces.  Observed debris on the black carpet; it should be vacuumed and maintained regularly.			

<p><b>General Comments</b></p> <p>A Monitoring Inspection occurred on March 20, 2025.</p> <p>Children were observed during snack time, as well as indoor and outdoor free play. Proper handwashing procedures were followed during snack. Steps or platforms were provided to ensure children could independently access regular-sized toilets and sinks.</p> <p>Educators shared that the children are currently very engaged in creating books about their lives with educators, playing actively in the mud kitchen, and interacting with materials and activities designed by educators, such as crochet dolls. Children were also observed exploring various art materials during free play.</p> <p>Parents of children present at the center are granted entry at any time. Outdoor play occurs for at least one hour in each four-hour block of time when the majority of children are in attendance, weather permitting. A clearly</p>
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General Comments

visible and prominent space is available to display the facility's license, current inspection report, monitoring reports, and any orders for compliance. Meals and snacks are provided at appropriate intervals, with snacks available at least every three hours and meals served at recognized meal periods. The daily routine is posted for reference.

Evacuation procedures are posted in a prominent location. Ideas from learning stories and web-based planning are reflected in various areas, including the art area, library, kitchen, and dramatic play spaces. Books have been carefully selected to align with children's interests. Well-defined learning and play areas were observed, with several pieces of children's artwork displayed throughout the facility.

The facility maintains clean and organized traffic areas, with outdoor walkways free of clutter. Toxic products, including chemical cleaners, are securely locked and inaccessible to children. The diaper-changing area is located within one meter of a sink, with posted diaper-changing procedures visible to staff performing diaper changes. Outdoor stationary equipment is surrounded by protective surfacing of appropriate depth.

The curriculum provides opportunities for both individual and group experiences. Various forms of literacy are present in the indoor environment, and children have opportunities to express creativity, explore the arts and sciences, experience accomplishments, problem-solve, and develop trusting, respectful, and supportive relationships.

A conversation took place with the Operator to discuss the strengths and needs of the facility. Strengths identified included the presence of various forms of documentation throughout the facility, as well as completed webs that have been expanded upon with educator input. Areas for improvement were also noted, including keeping a list of substitutions on the fridge for the menu, posting fire drill records, and implementing a cleaning checklist for the washroom.

original signed by  
Robyn Nelson

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Signature of Early Learning and Childcare Licensing Staff

March 20, 2025

\_\_\_\_\_  
Date

original signed by  
Melanie Fouchere

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

March 20, 2025

\_\_\_\_\_  
Date