

Early Learning and Childcare Facility Inspection Report

Type of Inspection: Renewal 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	me of operator Licence Numl		umber Inspection		Date	
Lauren Claveau 2019699				January 17, 2023		
Facility Name				Telephone Number		
Owls and Friends Learning Tree				(506) 830-7801		
Address				I		
Unit 1 357 Collishaw St Moncton NB E1C 9R2						
Name of Early Learning and Childcare Licensing Staff			Position Title			
Mireille Comeau			Inspector			
Order for Compliance Reg		Regul		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) Jan 2		Jan 27	7, 2023	
Comments: One staff file has an expired first aid certificate. All educators must hold a valid first aid certificate and a valid cardiopulmonary resuscitation certificate. The staff cannot be left alone with children until they have a valid first aid certificate and a valid cardiopulmonary resuscitation certificate.						
12(3) An operator of a licensed facility shall ensure that a criminal record check or a vulnerable sector check, as the case may, and a check with the Department of Social Development is conducted on each staff member and associated person at least every five years.		12(3)		Jan 27	7, 2023	
Comments: While conducting the renewal inspection, the inspector observes that one staff is missing the vulnerable sector check. The staff must have a vulnerable sector check immediately.						
24(1) For the purposes of subsection 20(1) of the Act, the follow records and documents shall be maintained on the premises of licensed facility: (b) child records that include: (i) the child's nar address, birth date and Medicare number,	а	24(1)(b)(i)	Jan 26	5, 2023	

Order for Compliance		Regulation	Date to be corrected	Date corrected		
While conducting the renewal inspection, the inspector observes that a child that is enrolled at the facility doesn't have a child file. The Operator must ensure that child records are completed prior to the child's fir day of care. The child records and documents shall be maintained on the premises of a licensed facility. The inspector also audited 10 child file, one child file is missing the Medicare number. The Operator must ensure that all child files are up to date. Child records must include: (i) the child's name, address, birth date and Medicare number (ii) the name, address and telephone number of the child's medical practitioner (iii) the name, address and home and work telephone numbers of the child's parent or guardian (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 (v) the child's health history and a copy of the record of immunizations or a copy of an exemption (vi) daily information sheets on forms provided by the Minister for each child under the age of 24 months (vii) documentary evidence of the child's learning, and						
`	consent given by the child's parent or guation 20(1) of the Act, the following	24(1)(b)(ii)	Jan 26, 2023			
records and documents shall be i		24(1)(0)(11)	Jan 20, 2020			
	that include: (ii) the name, address and					
telephone number of the child's n	nedical practitioner.					
While conducting the renewal inspection, the inspector observes that a child that is enrolled at the facility doesn't have a child file. The Operator must ensure that child records are completed prior to the child's first day of care. The child records and documents shall be maintained on the premises of a licensed facility. The inspector also audited 10 child file, three child file is missing the name, address and telephone number of the child's medical practitioner. The Operator must ensure that all child files are up to date. Child records must include: (i) the child's name, address, birth date and Medicare number (ii) the name, address and telephone number of the child's medical practitioner (iii) the name, address and home and work telephone numbers of the child's parent or guardian (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 (v) the child's health history and a copy of the record of immunizations or a copy of an exemption (vi) daily information sheets on forms provided by the Minister for each child under the age of 24 months (vii) documentary evidence of the child's learning, and (viii) any written consent given by the child's parent or guardian						
24(1) For the purposes of subsec	tion 20(1) of the Act, the following	24(1)(b)(iii)	Jan 26, 2023			
licensed facility: (b) child records	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,					

Order for Compl	iance	Regulation	Date to be corrected	Date corrected		
	While conducting the renewal inspection, the inspector observes that a child that is enrolled at the facility doesn't have a child file. The Operator must ensure that child records are completed prior to the child's first day of care. The child records and documents shall be maintained on the premises of a licensed facility. Child records must include: (i) the child's name, address, birth date and Medicare number (ii) the name, address and telephone number of the child's medical practitioner (iii) the name, address and home and work telephone numbers of the child's parent or guardian (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 (v) the child's health history and a copy of the record of immunizations or a copy of an exemption (vi) daily information sheets on forms provided by the Minister for each child under the age of 24 months (vii) documentary evidence of the child's learning, and (viii)any written consent given by the child's parent or guardian					
records and docu licensed facility: telephone number parent or guardia	poses of subsection 20(1) of the Act, the following uments shall be maintained on the premises of a (b) child records that include: (iv) the name, address and er of at least two individuals authorized by the child's in to pick up the child and to be contacted in case of an parent or guardian cannot be reached,	24(1)(b)(iv)	Jan 26, 2023			
While conducting the renewal inspection, the inspector observes that a child that is enrolled at the facility doesn't have a child file. The Operator must ensure that child records are completed prior to the child's first day of care. The child records and documents shall be maintained on the premises of a licensed facility. The inspector also audited 10 child file, five child file is missing 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. The Operator must ensure that all child files are up to date. Child records must include: (i) the child's name, address, birth date and Medicare number (ii) the name, address and telephone number of the child's medical practitioner (iii) 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 (v) the child's health history and a copy of the record of immunizations or a copy of an exemption (vi) daily information sheets on forms provided by the Minister for each child under the age of 24 months (vii) documentary evidence of the child's learning, and (viii)any written consent given by the child's parent or guardian 24(1) For the purposes of subsection 20(1) of the Act, the following						
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.						

Order for Compliance		Regulation	Date to be corrected	Date corrected		
Comments:	doesn't have a child file. The Operator must ensure that child records are completed prior to the child's first day of care. The child records and documents shall be maintained on the premises of a licensed facility. The inspector also audited 10 child file, three child file is missing the child's health history and a copy of the record of immunizations or a copy of an exemption. The Operator must ensure that all child files are up to date. Child records must include: (i) the child's name, address, birth date and Medicare number (ii) the name, address and telephone number of the child's medical practitioner (iii) the name, address and home and work telephone numbers of the child's parent or guardian (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 (v) the child's health history and a copy of the record of immunizations or a copy of an exemption (vi) daily information sheets on forms provided by the Minister for each child under the age					
	of 24 months (vii) documentary evidence of the child's learning, and (viii)any written consent given by the child's parent or guardian					
records and doculicensed facility:	rposes of subsection 20(1) of the Act, the following uments shall be maintained on the premises of a (c) staff member records that include (v) a copy of a heck or vulnerable sector check, as the case may be.	24(1)(c)(v)	Jan 27, 2023			
Comments:	While conducting the renewal inspection, the inspector of sector check. The staff must have a vulnerable sector check.			ie vulnerable		
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.						
Comments:	One staff file has an expired first aid certificate. All educators must hold a valid first aid certificate and a valid cardiopulmonary resuscitation certificate. The staff cannot be left alone with children until they have a valid first aid certificate and a valid cardiopulmonary resuscitation certificate.					
records and doc	rposes of subsection 20(1) of the Act, the following uments shall be maintained on the premises of a (f) daily attendance records of the children on forms	24(1)(f)	Jan 17, 2023			
Comments: While conducting the renewal inspection, the inspector observed that the daily attendance records are not completed. The daily attendance records must be accurate and reflect all children present at any given time. When children are in the outdoor play area or on outings, staff members have copies of the attendance records with them as well as emergency contact information.						
records and doci licensed facility:	rposes of subsection 20(1) of the Act, the following uments shall be maintained on the premises of a (j) smoke alarm, smoke detector and fire extinguisher naintenance records.	24(1)(j)	Jan 25, 2023			
Comments:	While conducting the renewal inspection, the inspector of December 2022. The Operator must ensure that the fire experience of the conducting the renewal inspection, the inspector of the conducting the renewal inspection in the inspector of the conducting the conduct					
December 2022. The Operator must ensure that the fire extinguishers are maintained yearly. 26(2) The operator of a licensed facility shall require the parent or guardian referred to in subsection (1) to sign a declaration confirming that he or she has read and understood the content of the handbook. December 2022. The Operator must ensure that the fire extinguishers are maintained yearly. 26(2) Jan 26, 2023						

Order for Compliance		Regulation	Date to be	Date corrected	
			corrected		
Comments:	While conducting the renewal inspection, the inspector of				
	doesn't have a child file. The Operator must ensure that child records are completed prior to the child's first				
	day of care. The child records and documents shall be maintained on the premises of a licensed facility.				
	Child records must include:				
	(i) the child's name, address, birth date and Medicare nul				
	(ii) the name, address and telephone number of the child				
	(iii) the name, address and home and work telephone nu	mbers of the c	hild's parent or		
	guardian		4		
	(iv) the name, address and telephone number of at least				
	the child's parent or guardian to pick up the child and to be	pe contacted in	case of an		
	emergency if the parent or guardian cannot be reached (v) the child's health history and a copy of the record of ir	mmunizationa /	or a copy of an		
	exemption	IIIIIuiiizalioiis (or a copy or arr		
	(vi) daily information sheets on forms provided by the Mir	nietor for each	child under the age		
	of 24 months	iistei ioi eacii	crilia drider trie age		
	(vii) documentary evidence of the child's learning, and				
	(viii) any written consent given by the child's parent or gua	ardian			
27 An operator o	of a licensed facility shall obtain the written consent of a	27(b)	Jan 26, 2023		
	an of a child receiving services at the licensed facility	27(0)	Jan 20, 2025		
	of the following: (b) permitting, in the case of illness or				
	he child to shower or bathe or showering or bathing the				
child.	no crima to crieffor or bathle or criefforming or bathling the				
Comments:	While conducting the renewal inspection, the inspector of	bserves that a	child that is enrolled	at the facility	
	doesn't have a child file. An operator of a licensed facility				
	guardian of a child receiving services at the licensed facil				
	clothing, the child to shower or bathe or showering or bat		5 ,		
	All the written consent forms must be included in the child				
27 An operator of	of a licensed facility shall obtain the written consent of a	27(c)	Jan 26, 2023		
	an of a child receiving services at the licensed facility		,		
	of the following: (c) permitting the administration of				
medication in the	e circumstances set out in section 46.				
Comments:	While conducting the renewal inspection, the inspector of	bserves that a	child that is enrolled	at the facility	
	doesn't have a child file.				
	An operator of a licensed facility shall obtain the written of				
	receiving services at the licensed facility before permitting	g the administr	ration of medication	in the	
	circumstances set out in section 46				
	All the written consent forms must be included in the child	d records.			
•	of a licensed facility shall obtain the written consent of a	27(d)	Jan 26, 2023		
	an of a child receiving services at the licensed facility				
	of the following: (d) permitting the administration of				
emergency care					
Comments:	While conducting the renewal inspection, the inspector of				
	doesn't have a child file. An operator of a licensed facility			•	
	guardian of a child receiving services at the licensed facil	lity before pern	nitting the administra	ation of	
	emergency care to the child.	-11-			
All the written consent forms must be included in the child records.					
	of a licensed facility shall obtain the written consent of a	27(e)	Jan 26, 2023		
parent or guardian of a child receiving services at the licensed facility					
	of the following: (e) permitting the child to leave the				
licensed facility with a person authorized by the parent or guardian.					
Comments:	While conducting the renewal inspection, the inspector of				
	doesn't have a child file. An operator of a licensed facility				
	guardian of a child receiving services at the licensed facility with a person authorized by the parent or guardian		many the child to le	ave the licelised	
	All the written consent forms must be included in the child				

Order for Compliance	Regulation	Date to be corrected	Date corrected	
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.	27(f)	Jan 26, 2023		
Comments: While conducting the renewal inspection, the inspector of doesn't have a child file. An operator of a licensed facility guardian of a child receiving services at the licensed facility outing. All the written consent forms must be included in Parents are asked to sign separate consent forms for field transit or leaving the neighbourhood (for example, a sum forms should outline the date, time of departure and return considerations.	y shall obtain the state of the child record trips, such as mer trip to the	ne written consent on the child to post. The child to post. The children are beach or a field trip	of a parent or articipate in an taking public). These consent	
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.	27(g)	Jan 26, 2023		
Comments: While conducting the renewal inspection, the inspector of doesn't have a child file. An operator of a licensed facility guardian of a child receiving services at the licensed facil transportation of the child. All the written consent forms received the content of the child.	/ shall obtain the shal	ne written consent on sporting or providing of the child record in	of a parent or great for the	
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: (h) permitting the child to participate in testing or research projects.	27(h)	Jan 26, 2023		
Comments: While conducting the renewal inspection, the inspector of doesn't have a child file. An operator of a licensed facility guardian of a child receiving services at the licensed facil or research projects. All the written consent forms must be	/ shall obtain tl ity before pern	ne written consent on the child to p	of a parent or	
	27(i)	Jan 26, 2023		
Comments: While conducting the renewal inspection, the inspector observes that a child that is enrolled at the facility doesn't have a child file. 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 releasing information about the child to an outside organization. All the written consent forms must be included in the child records.				
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.	27(j)	Jan 26, 2023		
Comments: While conducting the renewal inspection, the inspector of doesn't have a child file. An operator of a licensed facility guardian of a child receiving services at the licensed facil taken of the child for publication or social media. All the wrecords.	/ shall obtain tl ity before pern	ne written consent on nitting photographs	of a parent or and videos to be	
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.	27(k)	Jan 20, 2023		
Comments: While conducting the renewal inspection, the inspector of doesn't have a child file. An operator of a licensed facility guardian of a child receiving services at the licensed facil licensed facility to illustrate the child's learning. All the wirecords.	/ shall obtain tl lity before post	ne written consent or ing photographs of	of a parent or the child at the	
28(2) An operator of a licensed facility shall carry out emergency evacuation and fire drills monthly.	28(2)	Jan 17, 2023		

Order for Compl	liance	Regulation	Date to be corrected	Date corrected
Comments:	While conducting the renewal inspection, the inspector of was not conducted since November 2022. An operator of a licensed facility shall carry out emergen			
47/4) An anarat				
	or of a licensed facility shall refuse admission to a child if	47(1)	Jan 26, 2023	
	f of the immunizations required by the Public Health Act			
	s under that Act is not provided.	h	- 1. T. J. O C U.	1 - (() - (22)
Comments:	While conducting the renewal inspection, the inspector of doesn't have a child file. The Operator must ensure that day of care. The child records and documents shall be mean The inspector also audited 10 child file, three child file is record of immunizations or a copy of an exemption. The date. Child records must include: (i) the child's name, address, birth date and Medicare nutrility the name, address and telephone number of the child (iii) the name, address and home and work telephone nutrility the name, address and telephone number of at least the child's parent or guardian to pick up the child and to emergency if the parent or guardian cannot be reached (v) the child's health history and a copy of the record of its days of the re	child records an aintained on to missing the character must be contacted in aintained and the contacted	are completed prior he premises of a lice hild's health history ast ensure that all child ctitioner child's parent or authorized by a case of an	to the child's first ensed facility. and a copy of the
	exemption			
	(vi) daily information sheets on forms provided by the Mi	nister for each	child under the age	
	of 24 months			
	(vii) documentary evidence of the child's learning, and			
	(viii)any written consent given by the child's parent or gu	ardian		
receiving service child brings from	or of a licensed facility may supply food to a child as at the licensed facility that a parent or guardian of the the child's home if the food is labelled with the child's erated, as required. While conducting the renewal inspection, the inspector version of the child in the conducting the renewal inspection.			
child names. The operator of a licensed facility may supply food to a child receiving services at the licensed facility that a parent or guardian of the child brings from the child's home if the food is labelled with the child's name and refrigerated, as required				
General Comn	nents			
Contra Comm				_
While conduction the children.	ng the renewal inspection, the inspector observes po	ositive interac	tion between the e	educators and
The children made a snow castle in the outdoor playground.				
The inspector had a conversation with the operator in regards to the medication box stored in the refrigerator. All medications must be locked at all time. The operator confirms that a lock box will be added in the refrigerator to store the medication. There was no medication at the time of the inspection.				
	original signed by	·	00 0000	
	Mireille Comeau		nuary 23, 2023	
Signature of E	arly Learning and Childcare Licensing Staff	Date		
	and wheel advanced by			
	original signed by	1 = .	am./ 00, 0000	
0: ((2	Lauren Claveau		nuary 23, 2023	
Signature of O	perator/Designate E	Date		