

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 Bright Minds Early Learning Centre Ltd.	Licence Number 2020039	Inspection Date March 25, 2024
Facility Name Bright Minds Early Learning Centre		Telephone Number (506) 206-1113
Address 15 Harold Doherty Court Fredericton NB E3A 5P2		
Name of Early Learning and Childcare Licensing Staff Joanne Voyer Page		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: (b) child records that include: (vi) daily information sheets on forms provided by the Minister for each child under the age of 24 months.	24(1)(b)(vi)	Mar 25, 2024	Mar 25, 2024
Comments: Deficiency is now compliant. Licensing inspector observed that no documentation had been completed today on the infant daily info sheet. As advised these forms must be documented after diaper changes, eating snack lunches and times for napping etc. This was corrected during the inspection.			
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: (vii) documentary evidence of the child's learning.	24(1)(b)(vii)	Apr 12, 2024	
Comments: Documentation of children's learning can come in many forms in order to make children's learning visible. That is, through posting photos, group learning stories/activities, songs children love to sing, letters/new words, projects children are interested in etc. (like in the 3/4 year group on weather and bugs). Make children's learning visible and bring materials, books, and other loose parts into the classroom and set up stations to invite children into play opportunities where they can explore and learn about their passions and interests indoors and outside. Licensing staff did observe program calendars in the classrooms, but educators need to work on documentation also. The licensing inspector recommends the Administrator contact the District team for support and guidance.			
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)	Mar 26, 2024	
Comments: An educator's diploma was missing from the file and the curriculum certificate. Please email a copy of the educator's credentials for verification.			
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 (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	Mar 26, 2024	
Comments: An educator's job description does not reflect the position the educator is hired for. Please email a signed copy of this educators job description for verification.			

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)	Mar 26, 2024	
Comments: Licensing inspector observed that the signed statement has not been signed by the educator. Please email a copy for verification.			
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 25, 2024	Mar 25, 2024
Comments: Deficiency is now compliant. Licensing staff observed an educator using the same wipe on different children. This was discussed with the educator and the educator ceased doing this going forward.			

General Comments

Administrative records were reviewed during the inspection visit. Fire Drills are practiced and recorded monthly, incident reports are being recorded and signed by the parent so they are aware, and these reports are stored in a binder, staff records were reviewed, staff PL hours on track, and outdoor checklist is being documented. Licensing staff made an observation and kind reminder that one staff needs to register for First Aid as it will expire the end of April.

To promote independence for toddlers 15 months and older, licensing staff would recommend the table stored in the infant/toddler room is used for children to sit and eat snacks and lunches. This will also aid in transitioning children to the 2 year old room.

All children were observed going down for a nap after lunch, however the 3- and 4-year-olds who do not nap are invited to move from the mat to other activities after 30 minutes. Children were observed waking up during the visit also.

Educators were observed assisting children with eating, sitting with children while they ate lunch, and sitting with children and rubbing their backs softly during naptime.

All children were involved in outdoor play this AM.

Children in the 3/4/5-year-old room are interested in the weather and bugs, however licensing staff did not observe any programming, books, or other materials to support their current interests. Art work was observed in all the classrooms. The administrator that staff do record children's learning and it is taken down and sent home. I indicated in the above comment that children's learning must be visible in the classroom. Read above comment.

original signed by
Joanne Voye Page

Signature of Early Learning and Childcare Licensing Staff

March 25, 2024

Date

original signed by
Tanya Storey

Signature of Operator/Designate

March 25, 2024

Date