

## 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 DCS Kids Daycare & Early Learning Center Inc.	Licence Number 2021005	Inspection Date November 02, 2023	
Facility Name DCS Kids Daycare		Telephone Number (506) 688-4463	
Address 11B School Street Dorchester NB E4K 2Z6			
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)	Nov 24, 2023	
Comments: A copy of a valid first aid (FA) certificate and a valid cardiopulmonary resuscitation (CPR) certificate was missing from one new staff file. The administrator has confirmed that the staff has completed the certification and is awaiting a proof of completion. A copy of the certificate can be sent to the Quality Assurance Monitor as proof of completion.			
11(c)(ii) The qualifications and training requirements for administrators and educators are as follows: (c) at a full-time or part-time early learning and childcare centre, (ii) on and after July 1, 2020, (A) at least 50% of educators must hold a one-year Early Childhood Education Certificate or training that is equivalent in the opinion of the Minister, and (B) an administrator must hold a one-year Early Childhood Education Certificate or training that is equivalent in the opinion of the Minister.	11(c)(ii)	Dec 18, 2023	
Comments: The Quality Assurance Monitor had a discussion with the administrator regarding this element. Currently 2 or 8 educators have a valid ECE certification. The administrator has confirmed that a written plan will be elaborated and submitted to the Quality Assurance Monitor to detail how this will be met.			
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)	Nov 06, 2023	Nov 02, 2023
Comments: The description of duties and responsibilities was missing from one of 3 staff files verified. A copy was inserted in the file immediately upon being notified. 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 (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)	Nov 06, 2023	
Comments: A copy of a staff signed statement regarding obligations under the Act and licensing regulation was missing from one of 3 staff files verified.			

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 (vii) a copy of a valid first aid certificate and a valid cardiopulmonary resuscitation certificate for each administrator and educator.	24(1)(c)(vii)	Nov 24, 2023	
Comments: A copy of a valid first aid (FA) certificate and a valid cardiopulmonary resuscitation (CPR) certificate was missing from one new staff file. The administrator has confirmed that the staff has completed the certification and is awaiting a proof of completion. A copy of the certificate can be sent to the Quality Assurance Monitor as proof of completion. A copy must be placed in the staff records.			
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)	Nov 02, 2023	Nov 02, 2023
Comments: The Quality Assurance Monitor observed that 2 children were not signed out from the previous day and one child had not been signed in or out from the previous day. The educators updated the attendance records upon being notified. 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: (j) smoke alarm, smoke detector and fire extinguisher inspection and maintenance records.	24(1)(j)	Nov 30, 2023	
Comments: The Quality Assurance Monitor observed that the Smoke alarm, smoke detector and fire extinguisher inspection and maintenance records had not been completed for the month of October. The administrator has confirmed that they will complete the verifications as soon as possible.			
28(2) An operator of a licensed facility shall carry out emergency evacuation and fire drills monthly.	28(2)	Nov 30, 2023	
Comments: The Quality Assurance Monitor observed that the emergency evacuation drill and fire drills had not been completed for the month of October. The administrator has confirmed that they will complete one as soon as possible.			
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)	Nov 30, 2023	
Comments: The Quality Assurance Monitor observed that the monthly review and maintenance plan on all stationary equipment showing: the review and repair dates; the action required and taken; and the name of the staff completing the review had not been completed for the month of October. The administrator has confirmed that they will complete the verifications as soon as possible.			

### General Comments

The Quality Assurance Monitor is on-site for a monitoring inspection. The Quality Assurance Monitor is on-site during nap time, outdoor play and indoor play time.

The Quality Assurance Monitor had a discussion with the administrator regarding the Wage Support Program and the eligibility and requirements.

original signed by  
Erika Hickey

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Signature of Early Learning and Childcare Licensing Staff

November 02, 2023

\_\_\_\_\_  
Date

original signed by  
Kirsten Weldon

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

November 02, 2023

\_\_\_\_\_  
Date