

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 DCS Kids Daycare & Early Learning Center Inc.	Licence Number 2021005	Inspection Date May 02, 2025	
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 Sophie Powers		Position Title Quality Assurance Monitor	
Order for Compliance	Regulation	Date to be corrected	Date corrected
10(8) For the purposes of this section, an infant may only be grouped with children of a mixed-age group outside the hours of 8:30 a.m. to 4:30 p.m. and on the condition that the infant is grouped with preschool children and other infants.	10(8)	May 02, 2025	May 02, 2025
Comments: When the Quality Assurance Monitor arrived on site at 9:40 a.m. to conduct the renewal inspection, an infant was observed being mixed with other age groups, during outdoor play. Infants may only be grouped with preschool-aged children, and only outside of the hours of 8:30 a.m. to 4:30 p.m. Upon noticing the inspector, the educator promptly moved the infant to the designated infant play area. Deficiency is now compliant			
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)	May 26, 2025	
Comments: One staff member's first aid and CPR certificate was expired. Administrator and educators must hold a valid first aid and CPR certificate. In a second staff member's file, the First Aid and CPR certificate on record was not valid. A valid certificate must be issued by a provider recognized by WorkSafeNB and must include: - A 16-hour Standard First Aid course with CPR Level C, such as: - Workplace Standard First Aid and CPR Level C, or - Standard Childcare First Aid and CPR Level C. If the operator can provide documentation (written proof from the provider) confirming that the current certificate is equivalent to one of the approved courses listed above, it may be submitted to the Quality Assurance Monitor for review.			
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)	Jun 27, 2025	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: This is a third warning! Only the administrator and one staff member holds a one-year Early Childhood Education certificate. The administrator and 50% of educators must hold a one-year Early Childhood Education Certificate or training that is equivalent. The plan provided by the administrator to meet this regulation, back in January 2024, has not been successfully achieved. The Quality Assurance Monitor requested a new plan in November 2024. To this day, the plan has not yet been achieved. The administrator must submit another detailed plan and take action immediately.</p>			
<p>11.1(3) A staff member who works directly with infants or preschool children shall complete in each year 10 hours of training approved by the Minister related to the curriculum used at the designated facility.</p>	11.1(3)	May 19, 2025	
<p>Comments: Four staff members are eligible to complete professional learning hours; however, certificates of completion were not available for verification by licensing staff. The administrator informed the Quality Assurance Monitor that all eligible staff members completed the required 10 hours of professional learning, but most of the certificates were never distributed. The administrator must contact their ELC Consultant to obtain copies of the certificates for verification purposes.</p>			
<p>21 The daily activities of a licensed facility shall be purposely planned in advance and documented and shall respond to the capabilities, needs and interests of each child.</p>	21	May 26, 2025	
<p>Comments: The educator in the infant room was unable to provide the daily programming. The facility must implement a daily program that includes a variety of purposely planned activities, opportunities, and experiences. In other classrooms, the programming was not up to date. Activities must be planned daily, and the daily program must be readily available for review by licensing staff.</p>			
<p>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: (i) the child's name, address, birth date and Medicare number,</p>	24(1)(b)(i)	May 08, 2025	
<p>Comments: In 1 out of 10 verified child records, the Medicare number was missing. Child records must include the child's name, address, date of birth, and Medicare number. The operator must ensure that all child files are complete prior to enrollment</p>			
<p>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: (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,</p>	24(1)(b)(iv)	May 08, 2025	
<p>Comments: In 1 out of 10 verified child records, only one emergency contact was available. Child records must include the name, address and telephone number of at least 2 emergency contacts. The operator must ensure that all child files are complete prior to enrollment.</p>			
<p>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.</p>	24(1)(b)(v)	May 08, 2025	
<p>Comments: In 1 out of 10 verified child records, the immunization form is missing. The child's health history including a copy of the immunization record, or a copy of the exemption must be included in all child records.</p>			
<p>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.</p>	24(1)(c)(iii)	May 08, 2025	
<p>Comments: On the day of the renewal inspection, it was the first day of employment for one educator. As a result, a staff file with a description of duties and responsibilities was not yet created for the educator. The Operator must ensure that all staff member's records include a job description.</p>			
<p>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.</p>	24(1)(c)(iv)	May 08, 2025	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: On the day of the renewal inspection, it was the first day of employment for one educator. As a result, a staff file with a signed statement regarding obligations under the Act and licensing regulation was not yet created for the educator. The operator must ensure that all staff member's records include a signed declaration.</p>			
<p>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 (v) a copy of a criminal record check or vulnerable sector check, as the case may be.</p>	24(1)(c)(v)	May 02, 2025	May 02, 2025
<p>Comments: On the day of the renewal inspection, it was the first day of employment for one educator. As a result, a staff file had not yet been created for the educator. A copy of the criminal record check and vulnerable sector check was available on the administrator's desk. A file was subsequently created for the staff member in question, and the required check was inserted. Deficiency is now compliant</p>			
<p>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 (vi) a copy of a check with the Department of Social Development.</p>	24(1)(c)(vi)	May 02, 2025	May 02, 2025
<p>Comments: On the day of the renewal inspection, it was the first day of employment for one educator. As a result, a staff file had not yet been created for the educator. A copy of the check with social development was available on the administrator's laptop. A file was subsequently created for the staff member in question; the copy of the required check was printed and inserted. Deficiency is now compliant</p>			
<p>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.</p>	24(1)(c)(vii)	May 02, 2025	May 02, 2025
<p>Comments: On the day of the renewal inspection, it was the first day of employment for one educator. As a result, a staff file along with a copy of a valid first aid and CPR certificate had not yet been created for the educator. The educator in question had a copy of the certificate on her mobile device. A file was subsequently created for the staff member in question and the first aid and CPR certificate was printed and inserted. Deficiency is now compliant</p>			
<p>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.</p>	24(1)(j)	May 19, 2025	
<p>Comments: Although maintenance records for smoke alarms, smoke detectors and fire drills are maintained on site, the Quality Assurance Monitor observed that the smoke alarm inspection was expired. The operator must ensure that smoke alarms, smoke detectors and fire drills are maintained.</p>			
<p>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: (c) permitting the administration of medication in the circumstances set out in section 46.</p>	27(c)	May 08, 2025	
<p>Comments: In 1 out of 10 verified child records, the parents consent for administering medication is missing. The operator must ensure that all required consents are present and signed in each child's file.</p>			
<p>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.</p>	27(f)	May 08, 2025	
<p>Comments: At the time of the renewal inspection, preschool children had left for an outing to the library. Although general consent for outings and excursions off premises was present in the children's records, there was no documentation signed by parents indicating the specific date, time of departure and return, destination, and purpose of the trip. The operator must ensure that this information is documented and signed by parents for each outing, as required</p>			
<p>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: (g) transporting or providing for the transportation of the child.</p>	27(g)	May 08, 2025	

Order for Compliance	Regulation	Date to be corrected	Date corrected
<p>Comments: In 3 out of 10 verified child records, the parents' consent for transporting children or providing transportation is missing. Walking children to and from school is considered transporting and requires consent from the parents. The operator must ensure that all required consents are signed prior to enrollment.</p>			
<p>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.</p>	33(3)	May 30, 2025	
<p>Comments: The administrator was not able to provide documentation that a monthly review is being completed on all stationary equipment in the outdoor play area. A monthly review and maintenance plan must be completed on all stationary equipment showing: the review and repair dates; the action required and taken; and the name of the staff completing the review.</p>			
<p>39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (a) toxic products, chemical products and cleaning supplies;</p>	39(2)(a)	May 02, 2025	
<p>Comments: During the renewal inspection, the Quality Assurance Monitor observed a bottle of Febreze in the bathroom, another bottle of Febreze and a bottle of wine in the office, as well as two cans of shaving cream, laundry detergent, cans of paint, sealer, a bottle of silicone, and other potentially hazardous products in various areas of the facility. Toxic products, chemical products, and cleaning supplies must be locked in key and stored securely. When the Quality Assurance Monitor requested that the administrator lock up the products immediately, the administrator explained that the lock on the storage room had broken the previous day and needed to be replaced in order to secure the items. Immediate action is required to ensure that all such products are locked and inaccessible to children.</p>			
<p>47(1) An operator of a licensed facility shall refuse admission to a child if satisfactory proof of the immunizations required by the Public Health Act or the regulations under that Act is not provided.</p>	47(1)	May 08, 2025	
<p>Comments: In 1 out of 10 verified child records, the immunization form is missing. Operator must ensure that proof of immunization or an exemption is handed out prior to the child's entry.</p>			
<p>48(1) An operator of a licensed facility shall serve (b) a meal at each recognized meal period.</p>	48(1)(b)	May 05, 2025	
<p>Comments: The Quality Assurance Monitor arrived at the facility at 9:45 a.m. and observed a child ask the educator for a snack, stating that she was hungry. The educator responded by telling the child to wait, as lunchtime was approaching. At approximately 10:30 a.m., children were observed eating lunch. When questioned by the Quality Assurance Monitor about the early lunch time, the educator explained that snack is typically served at 8:30 a.m., which results in the children being hungry by 10:30 a.m. Meals must be served during recognized meal times. The Quality Assurance Monitor advised the administrator to make changes to the daily routine to ensure meals are served at appropriate and recognized times</p>			
<p>48(2) An 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.</p>	48(2)	May 08, 2025	
<p>Comments: The Quality Assurance Monitor observed several lunch boxes (at least 5) that were not labelled with the name of the child. The operator must ensure that food brought from home must be labelled with the child's name.</p>			
<p>48(4) If an infant is receiving services at a licensed facility, the operator shall (b) ensure that an infant who is bottle-fed is not fed in a crib.</p>	48(4)(b)	May 02, 2025	May 02, 2025
<p>Comments: During the renewal inspection, the Quality Assurance Monitor observed an infant lying down while drinking from a bottle. To ensure the child's safety, the operator must ensure that infants are not bottle-fed while lying down. Upon observation, the educator immediately repositioned the child to a seated position, allowing the infant to finish the bottle safely. Deficiency is now compliant</p>			
<p>48(5) If more than one bottle-fed infant is receiving services at a licensed facility, the operator shall ensure that each bottle is (a) labelled with the child's name, (b) used only for the intended child.</p>	48(5)	May 02, 2025	May 02, 2025
<p>Comments: The bottle used by the infant was not labeled with the child's name. Infant bottles must be clearly labeled and used exclusively for the intended child. The educator immediately corrected the issue by labeling the bottle with the child's name. Deficiency is now compliant</p>			

Order for Compliance	Regulation	Date to be corrected	Date corrected
50(2) The operator of a licensed facility shall inform the parent or guardian of a child involved in an incident on the day the incident takes place and shall ensure that the parent or guardian signs the daily log to confirm their awareness.	50(2)	May 08, 2025	
Comments: The Quality Assurance Monitor observed that a daily incident log dated March 14th was not signed by a parent. The operator must ensure that parents are informed of any incidents and that they sign the daily incident logs to confirm they have been notified			

General Comments

The Quality Assurance Monitor was on site to conduct the renewal inspection. Throughout the inspection, the QAM observed various parts of the daily routine, including outdoor play, indoor play, lunch, and naptime. The afterschool group was also observed engaging in activities such as making slime and sewing a pillow.

original signed by
Sophie Powers

Signature of Early Learning and Childcare Licensing Staff

May 06, 2025

Date

original signed by
Kirsten Weldon

Signature of Operator/Designate

May 06, 2025

Date