

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.

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|---|---------------------------|---|
| Name of operator Maritime Conference of the Seventh-Day Adventist Church Inc | Licence Number 2021022 | Inspection Date February 03, 2023 |
| Facility Name Precious Jewels Early Learning Centre | | Telephone Number (506) 382-1222 |
| Address 161 Salisbury Road Moncton NB E1E 1A6 | | |
| 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(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) | May 01, 2023 | |
| <p>Comments: The facility does not currently meet the 50% requirement for educators holding qualified Early Childhood Education Certifications or equivalences. The administrator has confirmed that they are currently looking to hire more educators with their qualifications. Currently 0 out of 3 educators have their ECE's. The administrator has their ECE.</p> | | | |
| 12(0.1)(a)(i-iii) In subsection (1), an operator of a licensed facility includes: (a) in the case of a criminal record check or a vulnerable sector check, as the case may be, (i) in the case of a corporation or unincorporated association, the directors, (ii) in the case of a partnership, the partners, and (iii) in the case of a limited partnership, the general partners; | 12(0.1)(a)(i-iii) | Feb 20, 2023 | |
| <p>Comments: As of January 1, 2023, any board member who has contact with children must submit a Vulnerable Sector Check and Social Development check. Board members who do not have contact with the children but are responsible for the finances of the non-profit facility must submit a Social Development Check and Criminal Record Check. Board Members who are not responsible for the finances and do not have access to the children are only required to submit a Criminal Record Check. Proof of these verifications must be sent to the Quality Assurance Monitor and must be made accessible on-site at all times.</p> | | | |
| 12(0.1)(b)(i-iii) In subsection (1), an operator of a licensed facility includes: (b) in the case of a check with the Department of Social Development, (i) in the case of a corporation or unincorporated association, the directors who have contact with children receiving services in the facility or who manage the finances of the facility, (ii) in the case of a partnership, the partners who have contact with children receiving services in the facility or who manage the finances of the facility, and (iii) in the case of a limited partnership, the general partners who have contact with children receiving services in the facility or who manage the finances of the facility. | 12(0.1)(b)(i-iii) | Feb 20, 2023 | |

| Order for Compliance | Regulation | Date to be corrected | Date corrected |
|--|---------------|----------------------|----------------|
| <p>Comments: As of January 1, 2023, any board member who has contact with children must submit a Vulnerable Sector Check and Social Development check. Board members who do not have contact with the children but are responsible for the finances of the non-profit facility must submit a Social Development Check and Criminal Record Check. Board Members who are not responsible for the finances and do not have access to the children are only required to submit a Criminal Record Check. Proof of these verifications must be sent to the Quality Assurance Monitor and must be made accessible on-site at all times.</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) | Feb 10, 2023 | |
| <p>Comments: During the inspection, the Quality Assurance Monitor verified all staff files. The description of duties and responsibilities for the administrator was missing from the administrator's staff file. The operator will need to create a document that details the administrator's duties and responsibilities. A copy will need to be inserted in the staff file and can be sent to the Quality Assurance Monitor to show proof of compliance.</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) | Feb 20, 2023 | |
| <p>Comments: As of January 1, 2023, any board member who has contact with children must submit a Vulnerable Sector Check and Social Development check. Board members who do not have contact with the children but are responsible for the finances of the non-profit facility must submit a Social Development Check and Criminal Record Check. Board Members who are not responsible for the finances and do not have access to the children are only required to submit a Criminal Record Check. Proof of these verifications must be sent to the Quality Assurance Monitor and must be made accessible on-site at all times.</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) | Feb 20, 2023 | |
| <p>Comments: As of January 1, 2023, any board member who has contact with children must submit a Vulnerable Sector Check and Social Development check. Board members who do not have contact with the children but are responsible for the finances of the non-profit facility must submit a Social Development Check and Criminal Record Check. Board Members who are not responsible for the finances and do not have access to the children are only required to submit a Criminal Record Check. Proof of these verifications must be sent to the Quality Assurance Monitor and must be made accessible on-site at all times.</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) | Mar 01, 2023 | |
| <p>Comments: The monthly verification of Fire Safety Equipment had not been completed for January. A monthly verification of Fire Safety Equipment such as smoke alarms, smoke detectors and fire extinguishers must be completed and documented. Records of these verifications must be maintained and be accessible in accordance with regulation 24(2).</p> | | | |
| <p>28(2) An operator of a licensed facility shall carry out emergency evacuation and fire drills monthly.</p> | 28(2) | Mar 01, 2023 | |
| <p>Comments: The Quality Assurance Monitor did a verification of the administrative documents on-site. During the verification, the Quality Assurance Monitor has observed that the Emergency evacuation and fire drills had been completed for November 2022 and December 2022 but was not completed in January 2023. Emergency evacuation and fire drills must be completed monthly, and evidence of the evacuation and fire drills must be documented and made available for review. An emergency evacuation and fire drill will need to be completed for the month of February and monthly afterwards.</p> | | | |

General Comments

The Quality Assurance Monitor is on-site for a monitoring inspection. During the inspection, the Quality Assurance Monitor was able to do verification of administration records and staff records. The Quality Assurance Monitor was on-site during nap time

All records indicated in regulation 24(1) were accessible on-site. The Quality Assurance Monitor did a

General Comments

verification of staff records during the inspection. The Quality Assurance Monitor can confirm that all staff members have completed a check with the Department of Social Development and a criminal record - vulnerable sector check prior to employment. All educators are currently enrolled in the 90 hours Introduction to Early Childhood Education course.

The ratio was respected at all times during the inspection.

original signed by
Erika Hickey

Signature of Early Learning and Childcare Licensing Staff

February 03, 2023

Date

original signed by
Nicole Ste Marthe

Signature of Operator/Designate

February 03, 2023

Date