

## 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<br>Malcolm and Debbie Fisher                           |  | Licence Number<br>2022058 | Inspection Date<br>December 09, 2024 |  |
| Facility Name<br>The Spotted Toad After School Program                  |  |                           | Telephone Number<br>(506) 536-1498   |  |
| Address<br>22 Lansdowne Street Sackville NB E4L 3Y9                     |  |                           |                                      |  |
| Name of Early Learning and Childcare Licensing Staff<br>Stephanie Leger |  |                           | Position Title<br>Inspector          |  |

| Order for Compliance  | Regulation   | Date to be corrected | Date corrected |
|---|--------------|----------------------|----------------|
| 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.   | 21           | Dec 17, 2024         |                |
| Comments: During the renewal inspection, the inspector requested the planned and documented program of daily activities for the after-school class. The educator provided documents until October with no following documentation for the months of November and December. Discussion with the administrator of the importance that the daily activities of a licensed facility shall be purposely planned and documented and shall respond to the capabilities, needs and interests of each child. |              |                      |                |
| 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: (a) financial records.   | 24(1)(a)     | Dec 17, 2024         |                |
| Comments: Administrator advised inspector that no financial records were kept on site that they are all at the other location. Discussions with administrator that the financial records need to be maintained on site. Also provided information that exemption request can be made with the Quality Assurance Monitor to have these records kept at the other location.   |              |                      |                |
| 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: (ii) the name, address and telephone number of the child's medical practitioner.   | 24(1)(b)(ii) | Dec 17, 2024         |                |
| Comments: 1 out of the 10 children's profile child records did not have a listed medical practitioner. The name, address and telephone number of the child's medical practitioner needs to be indicated in the child's profile. Discussions with the administrator that if they do not have a family doctor, that further information needs to be written in this section.  |              |                      |                |
| 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,   | 24(1)(b)(iv) | Dec 17, 2024         |                |
| Comments: 1 out of the 10 children's file verified was missing both emergency contact information. Discussion with the administrator that each child profile needs to have the name, address and telephone number of at least two individuals authorized by the child's parent or guardian to be contacted in case of an emergency if the parent or guardian cannot be reached.   |              |                      |                |

| 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: (vii) documentary evidence of the child's learning.   | 24(1)(b)(vii) | Dec 17, 2024         |                |
| Comments: During the renewal inspection, the inspector verified 10 children's profile. These child records did not include any evidence of the child's learning. Discussions with the administrator on the importance of the child's learning records need to be documented and kept in the child's profile.   |               |                      |                |
| 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)         | Dec 17, 2024         |                |
| Comments: The inspector discussed with administrator outings and excursions off premises requesting signed parental consents in the children's files. The inspector verified 10 children's files that did not have a signed consent from the parents for the outings and excursions done during the licensing renewal period. Administrator explained that these were completed and signed but at the other location. Signed consent for outings and excursions off premises need to be kept in the child's profile. |               |                      |                |
| 28(2) An operator of a licensed facility shall carry out emergency evacuation and fire drills monthly.   | 28(2)         | Dec 17, 2024         |                |
| Comments: During the renewal inspection, inspector verified the monthly evacuation and fire drill records. These have been completed until the month of October, none completed for November. Discussions with the administrator that evacuations and fire drills need to be completed and recorded each month.  |               |                      |                |

#### General Comments

Inspector is onsite to complete the renewal inspection. Inspector observes snack time, variety of activity stations that include building blocks, card games, drawing and puzzles are being used by the children freely. The educators are actively participating and having positive interactions with the children. Inspector also observed children go for a walk outdoors, making snow angels and arriving at the community outdoor play area.

The ratio is respected during the renewal inspection.

original signed by  
Stephanie Leger

\_\_\_\_\_  
Signature of Early Learning and Childcare Licensing Staff

December 12, 2024

\_\_\_\_\_  
Date

original signed by  
Brienne Estabrooks

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

December 12, 2024

\_\_\_\_\_  
Date