

## 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 Boys and Girls Club of Charlotte County Inc.	Licence Number 2022107	Inspection Date May 09, 2024	
Facility Name Boys and Girls Club St. Stephen Elementary School		Telephone Number (506) 466-4300	
Address 16 Kings Court St. Stephen NB E3L 3X7			
Name of Early Learning and Childcare Licensing Staff Cathleen LeBlanc		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: (i) the child's name, address, birth date and Medicare number,	24(1)(b)(i)	May 13, 2024	
Comments: One child's file was missing their Medicare card information. To be added to file.  Original comply by date: May 13, 2024			
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)	May 31, 2024	
Comments: Two staff member files were missing their First Aid CPR Certificates. Staff to obtain. Cannot be left alone with the children until completed, and certificate is in file. Email Inspector once obtained.  Original comply by date: April 30, 2024			
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: (i) menu plans and any substitutions.	24(1)(i)	May 13, 2024	
Comments: Book to record menu substitutions not present. One to be purchased.  Original comply by date: April 19, 2024			
32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (d) clean and in good repair.	32(1)(d)	May 13, 2024	
Comments: Black mats, by back door, dirty. To be cleaned. Black mats, by back door, bent. To be repaired / replaced, Rubber mat by basketball area, dirty. To be cleaned. Floors appeared to be dirty. To be cleaned.  Original comply by date: April 19, 2024			

## General Comments

A Monitoring Inspection was completed this afternoon.

The room was set up with several tabletop activities in preparation for the children's arrival. A play doh table, building table, paint table, and an arts and crafts table were observed.

As children arrived, educators reminded the children to wash their hands. After handwashing, children were observed during free play. Children were observed playing basketball, making crafts, painting, and building Lego.

Educator engagement was observed. An educator was observed playing basketball with a group of children. An educator was observed sitting with the children, at the play doh table, and an educator was also observed sitting with a group of children at the arts and crafts table.

Educators were observed washing the tables before snack. Children were observed washing their hands before snack. Apples and Granola Bars were served as snack.

A conversation was had with an educator regarding the dramatic play area. At the time of inspection, dramatic play materials / activities were observed on both sides of the room. It is recommended that educators rearrange the dramatic play area, keeping all dramatic play materials in one area of the room, which would create a well-defined dramatic play area. The Arts & Crafts, Building, Gross Motor, and Cozy Reading areas were well defined.

During this afternoon's inspection, there were two educators, a floater, and a support worker. There were 18 children present. Although the educators, float, and support worker were engaged, and were providing proper supervision, the classroom, at times, was chaotic - children leaving the room without permission, children climbing on furniture, children running, etc. On page 57 of the Operator's Manual, under section 8.1.3, 10(5), it states the following: "The Minister may alter the number of educators required under subsection (1) if the Minister is of the opinion that special circumstances exist". It is recommended that an extra educator be added to this room.

original signed by  
Cathleen LeBlanc

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Signature of Early Learning and Childcare Licensing Staff

May 09, 2024

\_\_\_\_\_  
Date

original signed by  
Anna Teed

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

May 09, 2024

\_\_\_\_\_  
Date