

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 Over the Moon Learning Centre Inc.	Licence Number 2023001	Inspection Date May 04, 2023	
Facility Name Over the Moon Learning Centre		Telephone Number (506) 874-4329	
Address 25 Hildegard Drive Moncton NB E1G 2G5			
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
21 A licensee shall post the following documents in a clearly visible and prominent place in the facility associated with the licence: (a) the licence; (b) a report provided under section 23; (c) an order issued under section 28; and (d) a probationary license issued under section 29.	21(a) – (d)	Apr 26, 2023	May 04, 2023
Comments: The last monitoring inspection and the initial inspection is now posted in a visible and prominent place in the facility. 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: (b) child records that include: (i) the child's name, address, birth date and Medicare number,	24(1)(b)(i)	Apr 24, 2023	May 04, 2023
Comments: All child record's file verified had the child's name, address, birth date and medicare number. 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: (b) child records that include: (ii) the name, address and telephone number of the child's medical practitioner.	24(1)(b)(ii)	May 11, 2023	
Comments: In 2 of the child record files verified, the contact information for the medical practitioner was missing. This is the second reminder. Operator must assure that child records files are properly completed by parents.			
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: (iii) the name, address and home and work telephone numbers of the child's parent or guardian,	24(1)(b)(iii)	Apr 24, 2023	May 04, 2023
Comments: All child record's file verified had the parents name, address, home and work telephone numbers. 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: (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)	May 11, 2023	
Comments: In 2 of the child record files verified, only 1 emergency contact was listed. This is the second reminder. The name, address and telephone numbers of at least 2 emergency contacts must be in all child record files. Operator must assure that child records files are properly completed by parents.			

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 (iii) a description of the staff member's duties and responsibilities.	24(1)(c)(iii)	May 11, 2023	
Comments: This is a second reminder. Staff member's records must include a description of duties and responsibilities. The operator must ensure that a copy is inserted in the staff in question's file			
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)	Apr 26, 2023	May 04, 2023
Comments: The signed statement regarding obligations under the Act and licensing regulation is in the staff member's file. 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 (vi) a copy of a check with the Department of Social Development.	24(1)(c)(vi)	Apr 26, 2023	May 04, 2023
Comments: While QA monitor was on site for her follow-up inspection a copy was in in the staff member's file. 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 (vii) a copy of a valid first aid certificate and a valid cardiopulmonary resuscitation certificate for each administrator and educator.	24(1)(c)(vii)	Apr 26, 2023	May 04, 2023
Comments: While QA monitor was on site for her follow-up inspection, a copy was in the staff member's file. 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: (f) daily attendance records of the children on forms provided by the Minister.	24(1)(f)	Apr 24, 2023	May 04, 2023
Comments: While QA monitor was on site for her follow-up inspection, the educators were using the attendance sheet that is provided by the minister. It was raining at the time of the inspection, but operator informs QA monitor that when educators go to the park, they will bring the attendance sheet and emergency contacts with them. Deficiency is now compliant			
25 An operator of a licensed facility shall post in a clearly visible and prominent place on the premises: (b) the weekly menus.	25(b)	Apr 24, 2023	May 04, 2023
Comments: No menu was posted. Operator informs QA monitor that lunch and snack are not being served. Deficiency is now compliant.			
26(2) The operator of a licensed facility shall require the parent or guardian referred to in subsection (1) to sign a declaration confirming that he or she has read and understood the content of the handbook.	26(2)	May 11, 2023	
Comments: In one child record file, a signed statement from parent confirming they have read and understood the parent handbook was missing. Operator must assure that child records files are properly completed by parents, including that signed statement.			
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: (b) permitting, in the case of illness or soiled clothing, the child to shower or bathe or showering or bathing the child.	27(b)	May 11, 2023	
Comments: This is the second reminder. All children files must have signed consent from parents.			
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.	27(c)	May 11, 2023	
Comments: This is the second reminder. All children files must have signed consent from parents.			

Order for Compliance	Regulation	Date to be corrected	Date corrected
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: (d) permitting the administration of emergency care to the child.	27(d)	May 11, 2023	
Comments: This is the second reminder. All children files must have signed consent from parents.			
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: (e) permitting the child to leave the licensed facility with a person authorized by the parent or guardian.	27(e)	May 11, 2023	
Comments: This is the second reminder. All children files must have signed consent from parents.			
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)	May 11, 2023	
Comments: This is the second reminder. All children files must have signed consent from parents.			
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.	27(g)	May 11, 2023	
Comments: This is the second reminder. All children files must have signed consent from parents.			
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: (h) permitting the child to participate in testing or research projects.	27(h)	May 11, 2023	
Comments: This is the second reminder. All children files must have signed consent from parents.			
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: (j) permitting photographs and videos to be taken of the child for publication or social media.	27(j)	May 11, 2023	
Comments: This is the second reminder. All children files must have signed consent from parents.			
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: (k) posting photographs of the child at the licensed facility to illustrate the child's learning.	27(k)	May 11, 2023	
Comments: This is the second reminder. All children files must have signed consent from parents.			

General Comments

Quality Assurance Monitor was on site for a follow-up monitoring inspection.

The ratio was respected during the visit.

original signed by
Sophie Powers

Signature of Early Learning and Childcare Licensing Staff

May 04, 2023

Date

original signed by
Fariba Breau

Signature of Operator/Designate

May 04, 2023

Date