

## 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 Neal Mercer	Licence Number 2023109	Inspection Date October 03, 2024	
Facility Name St. Paul's Playschool23		Telephone Number (506) 433-1351	
Address 4 Morrison Avenue Sussex NB E4E 1P5			
Name of Early Learning and Childcare Licensing Staff Jodi Hennessey		Position Title Inspector	
Order for Compliance	Regulation	Date to be corrected	Date corrected
12(2) An operator of a licensed facility shall ensure that a criminal record check or a vulnerable sector check, as the case may be, and a check with the Department of Social Development is conducted on each individual before he or she becomes a staff member.	12(2)	Sep 30, 2024	
Comments: Review of all staff files: * One new staff without Social Development Check. Cannot be with children until completed. Sent to Inspector once received. Review of all staff files: * Two new staff without Vulnerable Sector Check. Cannot be with children until completed. Sent to Inspector once received.			
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	Oct 18, 2024	
Comments: There was one learning story posted on the wall. The centre has been open for three weeks. Discussed with the Administrator forms of documentation: graphs, charts, stories, webs, etc.			
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)	Nov 15, 2024	
Comments: Financials for facility are kept at the Operator's home. This cannot occur. Copies of finances are to be kept at the centre. Discussed with the Operator during inspection.			
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)	Nov 15, 2024	
Comments: Review of all children's files: *One file missing Medicare number.			
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)	Oct 18, 2024	
Comments: There was one learning story posted on the wall. The centre has been open for three weeks. Discussed with the Administrator forms of documentation: graphs, charts, stories, webs, etc.			

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 (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)	Nov 15, 2024	
Comments: Review of all staff files: *Signed statements missing for three staff.			
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.	24(1)(c)(v)	Sep 30, 2024	
Comments: Review of all staff files: * Two new staff without Vulnerable Sector Check. Cannot be with children until completed. Sent to Inspector once received.			
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)	Sep 30, 2024	
Comments: Review of all staff files: * One new staff without Social Development Check. Cannot be with children until completed. Sent to Inspector once received.			
33(2) Stationary equipment in the outdoor play area shall be surrounded by a protective surfacing and installed according to the manufacturer's instructions.	33(2)	Nov 15, 2024	
Comments: Surfacing at Discovery Park under the swings and bottom of the slide insufficient. Under the swings the rubber mats are showing and there is approximately a 12–14-inch drop from bottom of the slide to the hard ground. Children are not permitted on this area of the Discovery Park until sufficient surfacing is installed.			
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.	33(3)	Sep 30, 2024	
Comments: Playground checklist missing for December 2023-June 2023. Discussed with Administrator to ensure these are maintained for a year.			

### General Comments

A renewal inspection occurred today, September 26, 2024. Upon arrival for the inspection the children were observed arriving with their parents and getting ready for outside play at Discovery Park. Discussions were had with the Operator and Administrator regarding surfacing at Discovery Park and the Operator is going to reach out to the school. Discussed with the Administrator purposeful planning based on the interest of the children and documenting and displaying the children's learning in the room. Educators were observed having respectful and positive interactions with the children during the inspection.

original signed by  
Jodi Hennessey

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Signature of Early Learning and Childcare Licensing Staff

October 03, 2024

\_\_\_\_\_  
Date

original signed by  
Neal Mercer

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

October 03, 2024

\_\_\_\_\_  
Date