

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 Amy McEvoy		Inspection Date April 29, 2026
Facility Name Little Steps Child Care		Licence Number 2010660
Address 85 Renfrew Street Petitcodiac NB E4Z 4S6		Telephone Number (506) 756-3660
Type of Facility Full-time Early Learning and Childcare Centre	Maximum Number of Children 29	Ages of Children INFANTS PRESCHOOL SCHOOL-AGE
ELCC Licensing Staff Monica Maltais	Position Title Inspector	

Order for Compliance	Regulation	Date to be corrected	Date corrected
11 The qualifications and training requirements for administrators and educators are as follows: (a) an administrator and educators must hold a valid first aid certificate and a valid cardiopulmonary resuscitation certificate;	11(a)	May 15, 2026	
Comments: During the renewal inspection, the inspector observed that the copy of the first aid certificate/cardiopulmonary resuscitation certificate in one staff member file is expired. All staff members files must include a copy of a valid first aid certificate and a valid cardiopulmonary resuscitation certificate. The employe must never be left alone in a classroom until obtaining a valid first aid certificate.			
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 08, 2026	Apr 29, 2026
Comments: The inspector observed that descriptions of duties and responsibilities are missing from 2 employee files. All employee files must include a description of duties and responsibilities. The educators filled out the sheet and placed it into the 2 employee files. 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 (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)	May 08, 2026	Apr 29, 2026
Comments: The inspector observed that signed statements are missing from 2 employee files. All employee files must include a signed statement regarding obligations under the Act and the licensing regulation. The educators signed the statement and placed it into the 2 employee files. 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)	May 15, 2026	
Comments: During the renewal inspection, the inspector observed that the copy of the first aid certificate/cardiopulmonary resuscitation certificate in one staff member file is expired. All staff members files must include a copy of a valid first aid certificate and a valid cardiopulmonary resuscitation certificate. The employe must never be left alone in a classroom until obtaining a valid first aid certificate.			

Order for Compliance	Regulation	Date to be corrected	Date corrected
32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (b) arranged on low, open shelves and accessible to the children receiving services at the licensed facility,	32(1)(b)	Apr 29, 2026	Apr 29, 2026
Comments: The inspector observed in the infant classroom, art and craft materials are placed on a high shelf and are not accessible to children. All indoor play materials must be easily accessible to children on low, open shelves. The inspector informed the educator who relocated the art materials to low, open shelves. Deficiency is now compliant.			

General Comments

The inspector is on site to conduct the renewal inspection.

The inspector observed the morning snack, indoor free play, morning outdoor play, lunch period, rest period, and the arrival of school-age children from school.

A discussion is held with the educators to clarify that eligible educators must complete the required 10 hours of professional development before the permit expiration date of May 31, 2026.

An additional discussion is held with the educators to reinforce that all children's personal belongings must be clearly labelled with the child's name.

The ratio is respected throughout the inspection.

original signed by
 Monica Maltais

 Signature of Early Learning and Childcare Licensing Staff

April 30, 2026

 Date

original signed by
 Amy McEvoy

 Signature of Operator/Designated staff

April 30, 2026

 Date

"I hereby acknowledge receipt of this report"