

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 Sussex Christian School Inc.	Licence Number 2023101	Inspection Date November 18, 2025	
Facility Name SCS Mini Lights Early Learning Centre		Telephone Number (506) 512-0355	
Address 43 Chapman Drive Sussex NB E4E 1M4			
Name of Early Learning and Childcare Licensing Staff Veronique Berube		Position Title Quality Assurance Monitor	
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)	Nov 18, 2025	Nov 18, 2025
Comments: While verifying staff files, the Quality Assurance Monitor observed a CPR certification that was expired. Administrator and educators must hold a valid first aid certificate and a valid CPR certificate. The educator in question informed the Quality Assurance Monitor that she completed her CPR certification, and a copy was sent by email, printed, and inserted in the staff file while the Quality Assurance Monitor was on site. Deficiency is now compliant.			
11(c)(ii) The qualifications and training requirements for administrators and educators are as follows: (c) at a full-time or part-time early learning and childcare centre, (ii) on and after July 1, 2020, (A) at least 50% of educators must hold a one-year Early Childhood Education Certificate or training that is equivalent in the opinion of the Minister, and (B) an administrator must hold a one-year Early Childhood Education Certificate or training that is equivalent in the opinion of the Minister.	11(c)(ii)	Feb 08, 2027	
Comments: During the Monitoring inspection the Quality Assurance Monitor observed that at least 50% of educators do not hold an Early Childhood Education Certificate or training that is equivalent. A written plan must be submitted to the Quality Assurance Monitor explaining how this deficiency will be compliant.			
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)	Nov 18, 2025	Nov 18, 2025
Comments: While verifying a new staff member's file, the Quality Assurance Monitor observed that the vulnerable sector check was missing from one of the new staff's files. Each staff member must obtain a criminal record check/vulnerable sector check prior to employment. A picture of the completed vulnerable sector check was sent by email to an educator, who then printed the copy and it was inserted in the staff's file while the Quality Assurance Monitor was on site. 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 (v) a copy of a criminal record check or vulnerable sector check, as the case may be.	24(1)(c)(v)	Nov 18, 2025	Nov 18, 2025

Order for Compliance	Regulation	Date to be corrected	Date corrected
Comments: While verifying a new staff member's file, the Quality Assurance Monitor observed that the vulnerable sector check was missing from one of the new staff's files. Each staff member must obtain a criminal record check/vulnerable sector check prior to employment. A picture of the completed vulnerable sector check was sent by email to an educator, who then printed the copy and it was inserted in the staff's file while the Quality Assurance Monitor was on site. Deficiency is now compliant.			

<p>General Comments</p> <p>The Quality Assurance Monitor is on site during nap time to conduct a monitoring inspection. The child-to-staff ratio was respected during the monitoring.</p> <p>The Quality Assurance Monitor verified the following elements:</p> <ul style="list-style-type: none"> - Staff members records - Child guidance - Premises - Rest area - Safety - Checks <p>The Quality Assurance Monitor observed the educators transitioning the children for nap time. Educators were observed rubbing the children's backs, rocking them to sleep, and reading books to the children.</p>
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original signed by Veronique Berube	November 18, 2025
_____ Signature of Early Learning and Childcare Licensing Staff	_____ Date
_____ Signature of Operator/Designate	_____ Date