

## 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.		Inspection Date December 12, 2025
Facility Name SCS Little Lights Early Learning Trinity		Licence Number 2024143
Address 853 Main St Sussex NB E4E 2M9		Telephone Number (506) 512-1355
Type of Facility Full-time Early Learning and Childcare Centre	Maximum Number of Children 36	Ages of Children INFANTS PRESCHOOL
ELCC Licensing Staff Veronique Berube	Position Title Quality Assurance Monitor	

Order for Compliance	Regulation	Date to be corrected	Date corrected
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)	Oct 01, 2027	
Comments: The operator submitted a plan to the Quality Assurance Monitor indicating that two employees are currently enrolled in an Early Childhood Education course, and by September 2027, the facility will meet the 50% requirement.			
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)	Jan 16, 2026	
Comments: In 7 of the children's records verified, the address of the medical practitioner is missing. All child records must contain the name, address and telephone number of medical practitioner.			
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)	Jan 16, 2026	
Comments: In 7 of the children's records verified, the address for the 2 emergency contacts is missing. All children's records must contain the name, address and telephone number of at least 2 emergency contacts. The operator must make sure that all children's records are complete.			
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)	Dec 12, 2025	Dec 12, 2025
Comments: In one classroom, the Quality Assurance Monitor observed that 4 children were present but only 2 were signed in on the attendance sheet. The attendance records must be accurate and reflect all children present. The educator signed in the 2 missing children on the attendance sheet. Deficiency is now compliant.			

## General Comments

The Quality Assurance Monitor is on site in the afternoon to conduct a monitoring inspection. The ratio was respected during the inspection.

The Quality Assurance Monitor verified the following items:

- Child guidance
- Administrative record maintained on site
- Child records
- Signed consent in the child records
- Nutrition
- Personal belongings
- The rest area

The Quality Assurance Monitor observed the children waking up from their nap and playing in the indoor play area. The children then transitioned to eat their afternoon snack. Positive interactions were observed between the educators and the children.

original signed by  
Veronique Berube

\_\_\_\_\_  
Signature of Early Learning and Childcare Licensing Staff

December 12, 2025

\_\_\_\_\_  
Date

original signed by  
Janet Bond

\_\_\_\_\_  
Signature of Operator/Designated staff

December 12, 2025

\_\_\_\_\_  
Date

*"I hereby acknowledge receipt of this report"*