

## 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<br>Sussex Christian School Inc.                                                                                                                                                                                                                                                                 | Licence Number<br>2014152 | Inspection Date<br>October 23, 2024 |                |
| Facility Name<br>SCS Shine After School Care                                                                                                                                                                                                                                                                     |                           | Telephone Number<br>(506) 433-4005  |                |
| Address<br>45 Chapman Dr Sussex NB E4E 1M4                                                                                                                                                                                                                                                                       |                           |                                     |                |
| Name of Early Learning and Childcare Licensing Staff<br>Jodi Hennessey                                                                                                                                                                                                                                           |                           | Position Title<br>Inspector         |                |
| Order for Compliance                                                                                                                                                                                                                                                                                             | Regulation                | Date to be corrected                | Date corrected |
| 20 For the purposes of section 17 of the Act, the requirements with respect to the transportation of children are as follows: (d) the motor vehicle must be equipped with (i) a record of emergency contacts for each child receiving services at the licensed facility.                                         | 20(d)(i)                  | Oct 31, 2024                        |                |
| Comments: Emergency contacts were not in the two busses. Discussed with Administrator to ensure these are in the backpacks for the bus runs in case of emergency.                                                                                                                                                |                           |                                     |                |
| 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)               | Oct 31, 2024                        |                |
| Comments: Two new staff without Vulnerable Sector Checks. These must be completed before Educators can return to work. Email 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)              | Oct 31, 2024                        |                |
| Comments: One person with expired Social Development Check. Cannot be alone with the children until completed. Email to Inspector once received.                                                                                                                                                                 |                           |                                     |                |
| 24(2) The records and documents referred to in subsection (1) shall be maintained for at least one year after the record or document is made.                                                                                                                                                                    | 24(2)                     | Nov 15, 2024                        |                |
| Comments: Records and document from November-December 2023 not on site. Discussed with Administrator that these must be maintained on the premises for one year.                                                                                                                                                 |                           |                                     |                |
| 32(1) An operator of a licensed facility shall provide indoor play area materials and equipment that are (a) varied and in sufficient quantity for the number and ages of the children receiving services at the licensed facility.                                                                              | 32(1)(a)                  | Nov 15, 2024                        |                |
| Comments: Materials required but not limited to for the number of children present: More blocks, Lego, dramatic play materials. Discussed with the Administrator during the inspection.                                                                                                                          |                           |                                     |                |
| 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)                     | Oct 31, 2024                        |                |

| Order for Compliance                                                                                                                                                            | Regulation | Date to be corrected | Date corrected |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------------------|----------------|
| Comments: Playground checklist for stationary equipment no completed for year. Sent a copy of a playground checklist to Administrator. These must be completed monthly.         |            |                      |                |
| 39(2) A licensed facility shall have a separate locked storage space that is inaccessible to the children for each of the following: (b) medications.                           | 39(2)(b)   | Oct 31, 2024         |                |
| Comments: Facility does not have a separate locked storage space for medication. Discussed with Administrator this is for medications other than Epi-Pen/Lifesaving medication. |            |                      |                |

**General Comments**

A renewal inspection occurred on October 23, 2024. The children did not utilized the indoor play are during the inspection but spent the entire time on the school playground, field and clubhouse. Administrator indicated that on days when the children are outside the entire time, they do not set up the indoor play area but showed the Inspector the learning centers and materials that the children have access to. Discussed handwashing procedures with the Administrator and recommending reviewing with all staff. Educators were observed engaged with the children in their outside play. They were also observed redirecting using positive child guidance.

Update to parent board for new Inspector/Investigator:  
 Jodi Hennessey  
 jodi.hennessey@gnb.ca  
 506-654-2745

original signed by  
 Jodi Hennessey

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

October 24, 2024

\_\_\_\_\_  
 Date

original signed by  
 Heidi Adams

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

October 24, 2024

\_\_\_\_\_  
 Date