

## 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 Sussex Christian School Inc.	Licence Number 2022052	Inspection Date May 25, 2023
Facility Name Shine After School Care		Telephone Number (506) 512-0355
Address 33 Pine Street Sussex NB E4E 5R7		
Name of Early Learning and Childcare Licensing Staff Britta Garnett		Position Title Quality Assurance Monitor

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)	Jun 05, 2023	
Comments: Staff File Review: Signed statement missing from two staff files. To be added.			
51(1) An operator of a licensed facility shall complete an incident report on a form provided by the Minister if one of the following incidents occurs while a child is receiving services at the licensed facility: (a) the child is missing or temporarily unsupervised; (b) a fire or other disaster occurs at the facility; (c) a motor vehicle accident or an injury occurs during the transit of the child; (d) an illness or injury requires the transfer of the child to a hospital; or (e) the child dies.	51(1)	Jun 05, 2023	
Comments: Incident Report forms not on site at time of inspection. To be printed and on site. Discussed requirements of reportable incidents with staff during inspection, as the facility had an unexpected closure - power outage that had not been documented and submitted to QA Monitor.			
51(3) The operator of a licensed facility shall (c) forward the original to the Minister within 24 hours of the incident.	51(3)(c)	Jun 05, 2023	
Comments: Incident Report forms not on site at time of inspection. Discussed requirements of reportable incidents with staff on site, as the facility had an unexpected closure - power outage that had not been documented and submitted to QA Monitor. Incident Report to be completed and submitted to QA Monitor.			

<b>General Comments</b>
Renewal Inspection:  Children were not observed today in the indoor and outdoor play area, as they go to a program at the church on Thursday afternoons. Educator observed walking the children from school and signing them into the church program.  QA Monitor proceeded with Renewal Inspection as the staff were on site and the environment was set up. The

General Comments

indoor and outdoor play areas are set up with a variety of materials and invitations for the children to explore. Photos of the children and their experiences are displayed throughout the environment. The educator has created a binder with photos for the children to revisit their learning and experiences.

original signed by  
Britta Garnett

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

May 25, 2023

\_\_\_\_\_  
Date

original signed by  
N. MacKay

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

May 25, 2023

\_\_\_\_\_  
Date