



ASD-W

Anglophone School District West

1135 Prospect Street | Fredericton, New Brunswick E3B 3B9 | www.asdw.nbed.nb.ca

June 2, 2025

RE: Call for Letters of Intent

Childcare Programs at 'Sunset Acres Elementary School' for the 2025-2026 School Year

Anglophone School District-West will accept submissions of Letters of Intent for the operation of:

- Early Learning Childcare Program
- Afterschool Childcare Program

The following Letter of Intent Package must be submitted to ASD-W to the following address no later than the deadline: **June 20th, 2025 at 4:00pm (AST)**

**C/O Karrie Bedford, Community Engagement Coordinator – Operations
Anglophone School District-West
1135 Prospect Street
Fredericton, NB E3B 3B9**

Submissions must include the following to be considered

1. Maximum two-page Letter of Intent indicating your proposed program, operational requirements, and management structure.
2. A completed Community Use of Schools application (ASD-W [Policy 407](#) and [Policy 407A](#))
3. Two letters of support for your intended program from the community at large.

Successful candidates must comply with the Early Learning and Childcare Operator licensing process through GNB's Department of Education and Early Childhood Development and adhere to [Policy 701](#) including the completion of the [validation questionnaire](#). Preference will be given to not-for-profit applicants. We thank all applicants for submissions, however, only those selected for interviews will be contacted.

For further questions, please contact Karrie Bedford at Karrie.Bedford@nbed.nb.ca

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