

**Licensing Order /
Ordre relatif aux licences**

Family Services
Early Learning and Child Care

218-114 Garry Street
Winnipeg MB R3C 4V6
(204) 945-0776
Toll Free: 1-888-213-4754

Services à la famille
Apprentissage et de garde
des Jeunes enfants

218-114, rue Garry
Winnipeg MB R3C 4V6
204-945-0776
Sans frais: 1-888-213-4754

To / Destinataire:		Yours and Ours Day Care Inc.	
Centre/Home Name / Nom de la garderie:		Yours and Ours Day Care Inc.	
Location / Adresse:		100 - 500 Balmoral Street	Facility No. / Numéro d'établissement: 9238
		Winnipeg, MB	Postal Code / Code Postal: R3G 2P6
Licence No. / Numéro de licence: 84492	Dated / Licence datée du: April 1, 2014	For the period from / Pour la période du: April 1, 2014	to / au: March 31, 2015

**THIS ORDER REQUIRES COMPLIANCE WITH THE FOLLOWING REGULATIONS /
CET ORDRE EXIGE LE RESPECT DES RÈGLEMENTS SUIVANTS:**

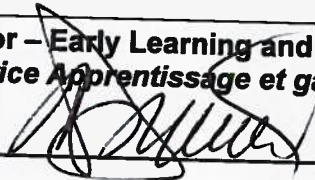
Regulation Number / Numéro du règlement	Violation / Infraction	Required Compliance Date / Le règlement doit être respecté à partir du
Act s.3(1) 5.2	<p>WHEREAS on Monday, February 2, 2015, during an unannounced relicensing visit to Yours and Ours Day Care Inc. (the "Centre") the Child Care Co-ordinator (CCC) observed that the entrance door to the Centre was unlocked and left open. In discussion with Centre staff it was determined that the staff was aware the door was open but did not close or lock it.</p> <p>There were 21 children in attendance, however, none of the children were recorded on the daily attendance record as of 2:40 p.m.</p> <p>One Centre staff was alone at the Centre, supervising the 21 children (17 school age and 4 preschool children).</p> <p>AND WHEREAS, the licensee fails to meet <i>The Community Child Care Standards Act</i> and Manitoba Regulation 62/86 as hereinafter provided.</p> <p>3(1) Every person providing child care shall at all times provide an environment that is conducive to the health, safety and well-being of the children.</p> <p>And Manitoba Regulation 62/86 (the "Regulation") sections:</p> <p>5.2 Every licensee shall ensure that all staff of the child care centre</p>	

Child Care Co-ordinator / Coordonnateur des garderies d'enfants:	Jo-Anne Palanuk
Address / Adresse:	755 Portage Avenue, Winnipeg, MB R3G 0N2
Phone Number / Numéro de téléphone:	204-940-8173

**THIS ORDER MUST BE CLEARLY
POSTED FOR THE INFORMATION OF
ALL PARENTS/**

**CET ORDRE DOIT ÊTRE AFFICHÉ À
LA VUE DE TOUS LES PARENTS**

**Director - Early Learning and Child Care: /
Directrice Apprentissage et garde des jeunes enfants:**



Date /
Date : February 26, 2015



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5.2.1	(a) ... (b) comply with the code of conduct and safety plan. 5.2.1 Every licensee shall ensure that, as part of the safety plan for controlling visitor access,	
6(2)	(a) entry to the centre is locked and monitored during operating hours; (b)	
8(1.1)	6(2) Every licensee shall (a) keep daily attendance reports with respect to each child enrolled in the child care centre, which indicate the arrival time and departure time of each child; and (b)	
	8(1.1) The licensee shall ensure that the supervision referred to in subsection (1), whether direct supervision or indirect supervision, (a) protects the health and safety of each child; and (b) is appropriate to each child's developmental age.	

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8(2)	8(2) A licensee who operates a child care centre, except for a nursery school which provides child care for less than four continuous hours per day, shall provide for staff to child ratios and maximum group sizes that do not exceed the following ratios and group sizes (a) where children are cared for in mixed age groupings during the majority of the centre's operating hours <table border="1"> <thead> <tr> <th>Age of Child</th> <th>Ratio</th> <th>Maximum Group Size</th> </tr> </thead> <tbody> <tr> <td>4 yrs – 6 yrs</td> <td>1:8</td> <td>16</td> </tr> <tr> <td>6 yrs – 12 yrs</td> <td>1:15</td> <td>30</td> </tr> </tbody> </table>	Age of Child	Ratio	Maximum Group Size	4 yrs – 6 yrs	1:8	16	6 yrs – 12 yrs	1:15	30	
Age of Child	Ratio	Maximum Group Size									
4 yrs – 6 yrs	1:8	16									
6 yrs – 12 yrs	1:15	30									
8(4)	8(4) If at any time the staff to child ratios or group sizes for the children exceed the ratios or group sizes set out in subsection (1) or (2), the licensee shall develop a policy concerning these matters to be approved by the director and posted in a conspicuous location in the child care centre.										
Act s. 18	AND WHEREAS this order is being issued pursuant to section 18 of the Act, which states: 18 Where the Director (a) is satisfied that any facility described in a licence is not being operated and maintained in compliance with the requirements										

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	<p>or standards prescribed in the regulations for that type of facility; or</p> <p>(b) the director believes that a facility described in a licence is being operated and maintained in a manner that is hazardous to the health, safety or well-being of children receiving child care in the facility;</p> <p>the Director may, by written order, require the person operating the facility to take such measures as shall be specified in the order, and within such time limits as may be specified in the order, to remedy the non-compliance or to remove the hazard, as the case may be and shall serve a copy of the order on the person operating the facility.</p> <p>AND WHEREAS the Director believes this Licensing Order is necessary to protect the health, safety or well-being of children receiving care at the Centre, the DIRECTOR HEREBY ORDERS THAT:</p> <p>1) Entry to the Centre must be kept locked and be monitored throughout the Centre's operating hours. All Centre staff must be instructed of the requirement to lock and monitor the Centre door at all times and must comply with this requirement.</p>	<p>IMMEDIATELY</p> <p>March 6, 2015</p>

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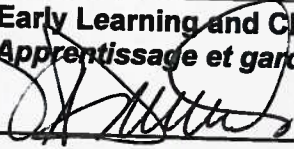
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	2) The Centre's safety plan must be reviewed with all staff. Written documentation of the safety plan review is to be submitted to the CCC.	IMMEDIATELY
	3) Centre staff must keep accurate attendance records at all times, which include the arrival and departure time of each child in attendance.	March 6, 2015
	4) The Centre director must submit copies of the daily attendance records to the CCC for review on a bi-weekly basis until further notice.	IMMEDIATELY
	5) Children are to be supervised at all times.	IMMEDIATELY
	6) Ratios and Group Size are to be maintained at all times.	March 6, 2015
	7) A written plan describing how the Centre will at all times (a) ensure children are supervised and accounted for; (b) maintain the required staff to child and group size ratios; (c) report how children will be transitioned to and from all in/outdoor play and routine spaces.	

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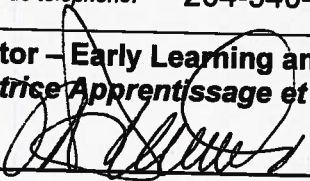
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	<p>The plan must include information to support that sufficient staff are present at all times to meet these requirements.</p> <p>8) Staff schedules must be submitted to the CCC on a bi-weekly basis until further notice.</p> <p>9) All Centre staff must attend a workshop with respect to supervision, attendance records, ratios/group sizes, and locked door policy to be arranged and conducted by the CCC.</p> <p>10) All parents with children currently enrolled at the Centre must be informed by the Licensee of this Order.</p> <p>This Order must remain in a prominent place within the Centre at all times and is not to be removed until authorized by the Director of Manitoba Early Learning and Child Care.</p> <p>This Order may be appealed to the SOCIAL SERVICES APPEAL BOARD within (30) days of receiving notice of the order</p>	<p>IMMEDIATELY</p> <p>March 31, 2015</p> <p>IMMEDIATELY</p>

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