

**Licensing Order /
Ordre relatif aux licences**

Family Services
Early Learning and Child Care

219-114 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

219-114, rue Garry
Winnipeg MB R3C 4V6
204-945-0776
Sans frais: 1-888-213-4754

To / Destinataire:		Westview Community Day Care Inc.	
Centre/Home Name / Nom de la garderie:		Westview Community Day Care Inc.	
Location / Adresse:		Rooms 12,16,17,18, gym and music room Westview Elementary School	Facility No. / Numéro d'établissement: 7858
		600 Hoka Street Winnipeg, Manitoba	Postal Code / Code Postal: R2C2V1
Licence No. / Numéro de licence: 86951	Dated / Licence datée du: March 25, 2015	For the period from / Pour la période du: April 1, 2015	to / au: March 31, 2016

**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
	<p>WHEREAS a report was made to Manitoba Early Learning and Child Care ("MELCC") of an incident that occurred on October 22, 2015 at Westview Community Day Care ("The Centre") whereby a preschool child was left inside the Centre while the remaining children and staff were safely evacuated from the Centre during an evacuation drill of Westview Elementary School.</p> <p>As reported to MELCC by the Centre, the school fire bell rang at approximately 2:45 p.m. on October 22, 2015. Centre staff proceeded to evacuate the children to the school playground. Once outside, Centre staff completed the attendance roll call and discovered that a child was missing.</p> <p>It was also reported that immediately upon noticing a child was missing a Centre staff ran back into the Centre to retrieve the child. As stated in the assistant director's incident report, Staff found a 4 year old child asleep on a pile of pillows in the "cozy area" of the Centre.</p>	

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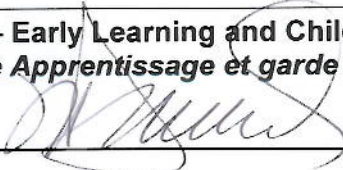
Child Care Co-ordinator / Coordonnateur des garderies d'enfants:	Darlene Lee
Address / Adresse:	845 Regent Avenue West, Winnipeg MB, R2C 3A9
Phone Number / Numéro de téléphone:	204- 938-5186

**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 : November 17, 2015**



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Act s. 3(1)	AND WHEREAS , the licensee fails to meet <i>The Community Child Care Standards Act</i> and Manitoba Regulation 62/86 as hereinafter provided.	
	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.	
	And Manitoba Regulation 62/86 (the "Regulation") sections:	
5.2	5.2 Every licensee shall ensure that all staff of the child care centre (a) ... (b) comply with the code of conduct and safety plan.	
8(1)	8(1) Every licensee shall ensure that children attending the child care centre are supervised at all times.	
8(1.1)	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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17	<p>17 Every licensee shall ensure that:</p> <p>(e) emergency evacuation procedures are practiced at least once a month for all children in attendance at the licensee's child care centre, and written records are kept indicating the date and time of each drill and the number of staff and children evacuated and are maintained on file for a period of 1 year.</p> <p>Under the guideline it is stated: "Plans for evacuating children should also include when children are asleep, as well as different times of the day."</p> <p>AND WHEREAS this order is being issued pursuant to section 18 of the Act, which states:</p>	
Act s.18	<p>18 Where the director</p> <p>(a) is satisfied that any facility described in a licence is not being operated and maintained in compliance with the requirements or standards prescribed in the regulations for that type of facility; or</p>	

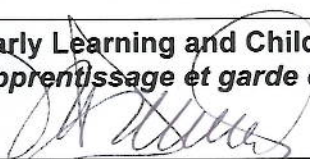
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	<p>(b) the director believes that a facility described in a licence is being operated and maintained in a manner that is hazardous to the health, safety or well-being of children receiving child care in the facility;</p> <p>the director may, by written 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>	
8(1)	(1) Children in attendance at the Centre are to be supervised at all times	IMMEDIATELY
5.2	(2) The Centre must revise its current evacuation procedures to ensure that staff responsibilities are clearly outlined and a copy of the revisions must be reviewed by the Centre's	November 24, 2015

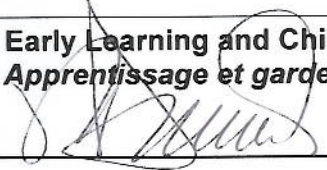
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5.2	Board of Directors and then submitted to the Child Care Co-ordinator for approval. (3) Once the revised evacuation procedures are approved by the Child Care Co-ordinator, the Centre must conduct an in-depth training session with all staff, including substitutes, to ensure all staff are familiar with the evacuation procedures.	December 4, 2015
8(1.1)	(4) No field trips away from the Centre may be conducted until the above-noted evacuation procedures have been submitted to the Child Care Co-ordinator and approved.	IMMEDIATELY
17	(5) Evacuation drills must be conducted during various portions of the day including nap time to ensure that Centre staff are aware of all aspects of conducting evacuations.	IMMEDIATELY
Act s. 3(1)	(6) Evacuations drills must be conducted twice a month, recorded and documentation submitted to the Child Care Co-ordinator until further notice.	IMMEDIATELY

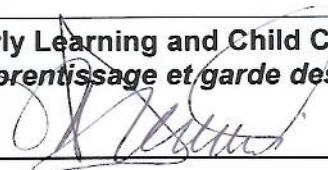
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Act s. 3(1)	<p>(7) The Child Care Co-ordinator will complete a monitoring visit and observe an evacuation drill.</p> <p>(8) All parents with children currently enrolled at the Centre, as well as any parents who are enrolling children at the Centre while this Licensing Order is in effect must be informed by the Licensee of this order.</p> <p>This Order must remain in a prominent place within the child care facility 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>December 18, 2015</p> <p>IMMEDIATELY</p>

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