

**Licensing Order /
Ordre relatif aux licences**

Manitoba
Family Services
And Labour
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
et Travail Manitoba
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:		The Young Men's Christian Association of Brandon	
Centre/Home Name / Nom de la garderie:		Y Downtown Early Learning Centre	
Location / Adresse:	248 - 8th Street	Facility No. / Numéro d'établissement:	9783
	Brandon, Manitoba	Postal Code / Code Postal:	R7A 6B6
Licence No. / Numéro de licence: 80429	Dated / Licence datée du: December 20, 2012	For the period from / Pour la période du: January 1, 2013	to / au: March 31, 2013

**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 it has been reported to Manitoba Early Learning and Child Care ("MELCC") that on January 31, 2013, while on a field trip to the YMCA of Brandon, a 30 month old child from the Y Downtown Early Learning Centre (the "Centre") wandered away from the group unnoticed by Centre staff. The YMCA building is located across the street from the Centre.</p> <p>As reported to MELCC by the Centre, at approximately 11:30 a.m., thirteen children and three Centre staff prepared to return to the Centre for lunch. As several children were dressed in their winter clothes and ready to leave, it was decided that two Centre staff would return to the Centre with a smaller group of children. Before this group left the building, Centre staff did not notice a 30 month old child wander away.</p> <p>The third Centre staff and the second group of children arrived at the Centre several minutes after the first group. At that time a Centre staff noticed the 30 month old child had not arrived with the group. When asked where the child was, the Centre staff stated she thought the child had returned to the centre with the first group of children.</p> <p>A Centre staff immediately returned to the YMCA to search for the missing child. A staff from the YMCA also assisted in a search of the building. The child was found in the "babysitting room".</p> <p style="text-align: right;">page1 of 5</p>	

Child Care Co-ordinator / Coordonnateur des garderies d'enfants:	Ms. Lorraine Crivea
Address / Adresse:	340 - 9 th Street Brandon, Manitoba R7A 6C2
Phone Number / Numéro de téléphone:	204 - 726-6340

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

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

Date / February 11/13
Date : February 11, 2013

Director - Early Learning and Child Care: /
Directrice Apprentissage et garde des jeunes enfants:
C. Meuleau for Margaret Ferniuk

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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:	
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	
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	

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	<p>(b) requirements or standards prescribed in the regulations for that type of facility; or</p> <p>(c) 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 the care of the Centre are to be supervised at all times.	IMMEDIATELY
8(1.1)	(2) A written plan must be submitted to the child care co-ordinator and approved by the Director describing:	March 1, 2013

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8(1)	(a) how children will be supervised during outings/field trips away from the Centre; (b) how staff will ensure children are accounted for during outings/field trips away from the Centre;	February 18, 2013
Act s. 3(1)	(3) An attendance recording system must be developed to accurately reflect the number of children in care at all times. It must include the names and number of children within small groupings, as well as the total number of children in care. This recording system must be submitted to the child care co-ordinator in writing and approved by the Director.	March 1, 2013
8(1.1)	(4) A written emergency response plan, to handle all emergency situations when they arise, must be developed and submitted to the child care co-ordinator and approved by the Director. (5) No field trips away from the Centre may be conducted until the above-noted written plans have been submitted to the child care co-ordinator and approved by the Director. (6) Once the above plans have been approved they must be reviewed by all Centre staff.	IMMEDIATELY March 15, 2013

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	<p>(7) All centre staff must attend a workshop related to child care legislation with respect to supervision and attendance records, to be arranged and conducted by the child care co-ordinator.</p> <p>(8) 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 SOCIAL SERVICES APPEAL BOARD WITHIN (30) DAYS OF RECEIVING NOTICE OF THIS ORDER</p>	<p>March 15, 2013</p> <p>IMMEDIATELY</p>

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