



**Summary of Child Care Centre Licensing  
Requirements and Recommendations**

Site Inspection Details	
<b>Name of Child Care Centre:</b> Red Hill Family Centre	<b>New Inspection Date:</b> January 25, 2016
<b>Licence Number:</b> 02902	
<b>Site Address:</b> 25 Mount Albion Road Hamilton, Ontario L8K 5S4	<b>Inspection Type:</b> Application Renewal X Revision Monitoring
<b>Licensee Name:</b> CITY OF HAMILTON	<b>Licensed Complaint IDs Addressed:</b>
	<b>Serious Occurrence IDs Addressed:</b>

Visit Number	Time In	Time Out	PA Name
1	January 25, 2016 08:18 AM	January 25, 2016 05:12 PM	Kari-Lyn Burkholder



**Non-Compliance(s)**

Checklist Section	Date of Non-Compliance	Legislation Section	Observed Non-Compliance	Compliance Requirements Follow-up Comments	Date to be Completed		Requirements Met
					Rationale		
Emergency Preparedness	January 25, 2016	s. 70.1.	The licensee has not ensured that the home and work addresses and telephone numbers of a parent, and a telephone number of a person to be contacted if a parent cannot be reached, are up to date and readily accessible to each staff member. Specifically...the section for "school/work" is blank and one record states "school".	The licensee shall ensure that the home and work addresses and telephone numbers of a parent of each child, and a telephone number of a person to be contacted if a parent cannot be reached, are up to date and readily accessible to each staff member.	February 8, 2016	Licensee ensures contact information is followed in the format recommended by Program Advisor	Yes – s. 70.1. Completed Jan 26/16
Health and Medical Supervision	January 25, 2016	s. 33[2.2]	The policies and procedures with respect to sanitary practices have not been followed in the centre. Specifically...Program Advisor observed children not washing their hands prior to having a meal.	The licensee shall ensure that the policies and procedures with respect to sanitary practices are followed in the centre. The licensee to review the policy with staff and submit written confirmation to the ministry.	January 26, 2016	Licensee reviewed the sanitary practices policy, specifically the handwashing of children prior to any meal or snack.	Yes- Staff and Supervisor signed confirmation of receipt and review of policy. January 26/16
Building, Equipment and Playground - Child Care Centres	January 25, 2016	ss. 19(3)[14.1]	The licensee has not kept play materials, equipment and furnishings in a safe and clean condition and in a good state of repair. Specifically...The plastic white chain for the program blinds is not secure to the sil and is accessible to children.	The licensee shall keep the play materials, equipment and furnishings in a safe and clean condition and a good state of repair. The licensee to immediately reduce the risk and submit written confirmation of action taken to ensure on going compliance to the ministry.	February 8, 2016	Blind chains secured to window frames by authorized supplier of blinds.	Yes ss.. 19. (3) Completed Jan 27/16



Ministry of Education  
 Child Care Quality Assurance and Licensing

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				Follow-up Comments	Date to be Completed Rationale	
Building, Equipment and Playground - Child Care Centres	January 25, 2016	ss. 19(3)[14.1]	The licensee has not kept play materials, equipment and furnishings in a safe and clean condition and in a good state of repair. Specifically...The children's wooden kitchen in the preschool room is missing the tap, children cannot play with this equipment as intended.	The licensee shall keep the play materials, equipment and furnishings in a safe and clean condition and a good state of repair. The licensee to submit written confirmation of action taken to ensure compliance to the ministry.	February 8, 2016 Children's wooden kitchen was replaced.	Yes - ss. 19.(3) Completed Jan 26/16
Building, Equipment and Playground - Child Care Centres	January 25, 2016	ss. 19(3)[14.1]	The licensee has not kept play materials, equipment and furnishings in a safe and clean condition and in a good state of repair. Specifically...There are stairs to the loft in the toddler room, the railing is at adult height, this is not safe for children to access the stairs and loft.	The licensee shall keep the play materials, equipment and furnishings in a safe and clean condition and a good state of repair. The licensee to immediately put a supervision plan into place, submit a copy and a written plan to ensure on going compliance to the ministry.	February 8, 2016 Licensee completed a supervision plan to ensure safety and compliance	Yes - ss. 19 (3) Completed Jan 28/16
Building, Equipment and Playground - Child Care Centres	January 25, 2016	ss. 19(3)[14.1]	The licensee has not kept play materials, equipment and furnishings in a safe and clean condition and in a good state of repair. Specifically...the childrens' potty seat (green) is brown showing signs of usage.	The licensee shall keep the play materials, equipment and furnishings in a safe and clean condition and a good state of repair. The licensee to submit written confirmation of action taken to ensure compliance to the ministry.	February 8, 2016 Licensee replaced children's potty seat (green)	Yes -ss. 19 (3) Completed Jan 26/16



Checklist Section	Date of Non-Compliance	Legislation Section	Observed Non-Compliance	Compliance Requirements		Requirements Met
				Follow-up Comments	Date to be Completed Rationale	
Nutrition	January 25, 2016	ss. 42(1)(b)	The licensee has not ensured that containers for food and/or drink supplied by a parent are labelled with the child's name. Specifically...Program Advisor observed 2 sippy cups and 1 bottle in the toddler room not labelled.	The licensee shall ensure that where food or drink or both are supplied by a parent, the container for the food or drink is labelled with the child's name. The licensee to review the requirement with staff submit written confirmation including a written plan to ensure compliance to the ministry.	February 8, 2016 Licensee has ensured all food or drink coming into the centre supplied by parents is labelled with the child's name prior to entering the class room.	Yes - ss. 42 (1)(b) Policy reviewed with staff- Completed Jan 26/16
Building, Equipment and Playground - Child Care Centres	January 25, 2016	ss. 19(3)[14.1]	The licensee has not kept play materials, equipment and furnishings in a safe and clean condition and in a good state of repair. Specifically...Program Advisor observed children's soothers in cubbies, and on top of cubbies.	The licensee shall keep the play materials, equipment and furnishings in a safe and clean condition and a good state of repair. The licensee to review the requirement with staff, submit a written plan to ensure compliance to the ministry.	February 8, 2016 Licensee purchased containers for all soothers and has ensured each container is covered and labelled with the child's name	Yes -ss. 19 (3) Plan has been reviewed with all Staff Completed Jan 26/16
Building, Equipment and Playground - Child Care Centres	January 25, 2016	ss. 19(3)[14.1]	The licensee has not kept play materials, equipment and furnishings in a safe and clean condition and in a good state of repair. Specifically...The stairs to the playground does not include a child size railing these stairs are accessed by all age groups.	The licensee shall keep the play materials, equipment and furnishings in a safe and clean condition and a good state of repair. The licensee to immediately put a supervision plan in place and submit a written plan to ensure how compliance will be achieved to the ministry.	February 8, 2016 Licensee completed a supervision plan to ensure compliance.	Yes- ss. 19 (3) Supervision plan completed Jan 28/16



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					Rationale		
Health and Medical Supervision	January 25, 2016	ss. 35(1)	The licensee has not ensured that children have been immunized as recommended by the local medical officer of health, where required.	The licensee shall ensure that, before a child who is not in attendance at a school is admitted to a child care centre it operates, and from time to time thereafter, the child is immunized as recommended by the local medical officer of health. The licensee to review all files, obtain and submit written confirmation that all files are complete to the ministry.	February 8, 2016  Licensee has reviewed all files. All files are complete as per the local medical officer of health for immunizations.	Yes- ss. 35(1) Completed Jan 28/16	
Other Legislation and Ministry Policy	January 25, 2016	Ministry Directive - Playground Safety Policy [1.2]	The written record of the playground safety policy review has not been dated and/or signed by all employees and the person who made the review. Specifically...the playground safety policy review has not been dated and signed by the person who made the review.	The licensee shall ensure that the playground safety policy review is dated and signed by employees and the person who makes the review. The licensee to submit written confirmation of action taken to ensure compliance to the ministry.	February 8, 2016  The current policy has been updated to include a second signature. All policies will include the employee and the supervisor's signature.	Yes -Directive (1.2) Completed Jan 26/16	
Staff Screening Measures and Criminal Reference Checks	January 25, 2016	ss. 60(1)(a)(b)	The licensee has not obtained a police vulnerable sector check from every employee, before the person begins their employment and/or every volunteer and/or student before the person begins interacting with children at the centre. Specifically...Program Advisor observed a photocopy not a true copy.	The licensee shall obtain a police vulnerable sector check from every employee before the person begins their employment, and every volunteer and student before the person begins interacting with children.	February 8, 2016  The licensee has validated all vulnerable screening checks for all staff, volunteers and students. "True Copy" has been endorsed on the photo copies observed during licensing.	Yes -ss. 60 (1) (a) (b) Completed January 26/16	



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