



Summary of Child Care Centre Licensing
Requirements and Recommendations
Stage 1

Site Inspection Details	
Name of Child Care Centre: Waterloo Co-Operative Preschool Licence Number: 0003298	New Inspection Date: April 16, 2024
Site Address: 22 Bridgeport Road West Waterloo, Ontario N2L 2Y3	Inspection Type: Licensing
Licensee Name: Waterloo Co-Operative Preschool Inc.	Licensed Complaint IDs Addressed: Serious Occurrence IDs Addressed:

Visit Number	Time In	Actual time of arrival	Reason to update time of arrival	Time Out	Actual time of departure	Reason to update time of departure	Program Advisor
1	April 16, 2024 09:15 AM	09:15 AM	N/A	April 16, 2024 02:20 PM	02:20 PM	N/A	Diego Beltran



Non-Compliance(s)

There were no observed non-compliances

Prior Condition(s)

Conditions	Licensee in Compliance	Ongoing Conditions
Preschool Room 1 is licensed for 24 preschoolers or an alternate capacity of 15 toddlers.	Yes	Yes
Preschool Room 2 is licensed for 20 preschoolers.	Yes	Yes
Preschool Room 1 Preschool program operates Monday, Wednesday and Friday 8:30-11:00 am. Toddler program operates Tuesday and Thursday 9:15-11:15 am. Preschool Kinderprep program operates Monday to Friday 1:00-4:00 pm	Yes	Yes
Preschool Room 2 Preschool program operates Monday to Friday 9:00-11:30 am. Preschool program operates Monday to Thursday 12:30-3:00 pm.	Yes	Yes
This program operates from September to June.	Yes	Yes
This program operates for less than 6 hours per day. No child shall attend the program or be on the premises for more than six hours in a twenty-four hour period.	Yes	Yes
The licensee shall ensure that the washroom escort and supervision plan submitted to the Ministry on March 31, 2023 is adhered to at all times.	Yes	Yes
The licensee shall ensure that the written plan for supervision of children moving between the child care centre and the playground is followed.	Yes	Yes

Prior Director Approval(s)



**Ministry of Education
Child Care Quality Assurance and Licensing**

**Ministry of Education
Child Care Quality Assurance and Licensing**
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Director Approval	Approval Reviewed	Conditions Met (if applicable)	Recommended continued approval	Comments (if applicable)
Director approval is granted for mixed age grouping pursuant to subsections 8(2) & (3) of Ontario Regulation 137/15.	Yes	Yes	Yes	



Checklist Comments

Health and Medical Supervision

16.2 Administration per label and authorization - There was no medication that had been administered on site during the inspection.

General Comments and Recommendations

Comments

Program Advisor (PA) Diego Beltran conducted an unannounced licensing inspection.

During the site inspection, program advisor reviewed the CCLS profile data, specifically the centre civic address, Licensee/child care centre's contact information, program duration and hours of operation with supervisor to confirm information is up to date and accurate.

Licensee stated there has some been changes to their policies and procedures. As a result the following policies have been assessed for compliance: Policies and Procedures for monitoring compliance and contraventions, supervision of students and volunteers, playground safety policy, medication administration policy, serious occurrence policy, safe arrival and dismissal policy.

Licensee and PA discussed individual support plans for the children with special needs. The licensee stated they will be increasing their enrolment in the fall and discussed some of the challenges that this change can bring. The licensee stated their goal to remain inclusive of all needs while maintaining quality childcare and meeting the needs of all children. PA and licensee discussed possible staggered start dates to allow for a smooth transition into higher enrolment.

Program statement: Educators are responsive to the children's emotional needs, educators were observed singing songs during transitions as a way to comfort some children that were emotional. During the afternoon program, the children engaged in a variety of table activities which included open ended crafts. The staff placed themselves appropriately throughout the room to ensure proper support and supervision of the group.

Recommendations

Recommend enhancing the wording on the "description/location of people or aids used to support" section on the individual emergency medical plan of a child, to clearly identify individuals involved as support.

Recommend consulting with CSA certified inspector on any playground inspections that may be required in the future. Recommend this communication is documented.

Reflection: What are the unique characteristics and strengths of each family in our program? P.18 HDLH?



The Ministry program advisor has discussed the contents of the checklist with me.

Tracey Marques

Licensee/Designate Name

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Licensee/Designate Email

Licensee/Designate Signature

Diego Beltran

Name of the program advisor(s)

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Signature of the program advisor(s)