

Protected A (when completed)

Schedule 1 of the Early Learning and Child Care Regulation

Program Name

Coded Minds - Ramsay iSTEAM Lab

Child Care Type

Day Care

Out of School

Pre-school Care

Licence Number

70047640

Date of Inspection yyyy-mm-dd

2023-01-20

Inspection Reason

Varying a License

Early Learning and Child Care Staff

Stephany McNeil-Morris

Early Learning and Child Care Office

Calgary Region, Westmount

Visit Summary (Details of inspection findings, if applicable include non-compliances and enforcement action issued)

On January 20, 2023 licensing officer conducted an on-site variance inspection for room location change within the Ramsay School, as well as request for increased capacity to 75.

At time of inspection, the following was observed:

- The programs anticipated dedicated usable play space was identified to have defined play spaces, a variety of toys and equipment in good repair, emergency evacuation procedures and safety contact numbers posted, and a lock box for medications.
- Usable play space measurements for room 115 is 75.45 metres squared which is eligible for 30 children maximum capacity at all times, gym measurements are 153.04 metres squared and is eligible for 60 children maximum capacity at all times.
- Program floor measurements meets the requirements for the maximum license capacity of 70 children
- Toys and equipment were reviewed between current operating play spaces and new program play spaces and identified to be sufficient in quantity and quality for the transition to the new program play space
- Licensing reports and license has been posted prominently within the new program space
- Alternate play space offered in Library commons which is 167.75 metres squared which has a maximum capacity of 67 children at any one time
- Observations of current program play spaces with staff and child interactions, full inspection checklist was conducted - please see inspection report to follow for January 20, 2023

Document review for variance request:

- Health inspection conducted on January 10, 2023 indicates no concerns with transition
- Fire inspection remains valid with school inspection
- Insurance holder notified of changes to facility spaces - no action required
- Development Permit supports the maximum capacity of 70
- Program Plan 2nd review completed, final revision requests have been sent to the license holder representative

Discussion points at time of inspection included:

- How children and families have been informed of the transition
- How children are re-orientated to the new spaces for emergency evacuation and other safety discussions
- How the program is meeting the needs of all children who may have difficulty with transition and change
- Arrival plans for when children arrive to the program remain the same with children up to Grade 3 being dropped off by a parent/guardian at the program and Grades 4-6 with permission from parent/guardian for independent arrival. Plans for when a child who has not shown up to the program as expected remains consistent in program protocols

-Program is offering an open house for families to have the opportunity to review the new program spaces and connect with the program staff

-Washroom supervision plan - when children need to use the washroom (on the lower level of the school), a staff member will walk with the child to the washroom and remain in supervision outside of the washroom where auditory supervision can continue

-Supervision of stage area (no doors to lock area off) - program staff will be supported with a portable rolling screen and equipment that will be placed to discourage the use of the stage stairs, reminders and room rules will be discussed with children and the blocking of the area will not impede on any evacuation plans or fire code safety

-CBE leasing coordinator indicates the program will have early access to the gym space for program set up to support effective supervision and safe arrival times within the program, in addition the program has scheduled staffing to support the process of set up

After a needs assessment review, the requested increase to licensed capacity remains pending.

In conclusion, the program play space move is approved and Coded Minds - Ramsay iSTEAM Lab is eligible to operate out of the new program space as of January 27, 2023.

According to Section 9(b), the licence holder must post in a clearly visible and prominent place on the premises where a licensed child care program is being provided.

Signature of Early Learning and Child Care Staff