

Licensing: Crystal AlFraihi met with Donalee (director), Amber (assistant) and Tatiana (board liaison with signing authority) on December 11, 2025, to complete the review of the inspections, licensing checklist and complete walk through of the facility.

1. Follow is required by January 15, 2026.

Checklist Eligibility: __ Full Checklist or X_ Indicator Checklist

Checklist Completed: _x_ Full Checklist or __ Indicator Checklist

Checklist Rationale:

- Section 28 (b) – Hazardous Items – poisonous chemicals were inaccessible within the kitchen/laundry space but were not locked up.

Attendance Review:

- Full enrolment.
- Monthly attendance reports were completed and verified.

Centre Dynamics:

- Centre will be relocating with expansion which is estimated to occur in 2026.
- All food provided at the centre is Halal.
- Facility was rated “High” on the Quality Assessment.
- Lots of community families are attending the program now, not just RODS clients.
- 14 FT staff: 5 Level 1’s, 3 Level 2’s and 8 Level 3’s. Facility does not hire staff without certification in place.
- Facility has not been using their outdoor play yard which is in the basement of the building due to several reasons such as waste and bird feces. They currently have an outdoor play plan in place. Staff have scheduled outside daily, going on walks or utilizing Victoria Park. They also have additional licensed space not counted in useable floor space that they use as a gym.

Observations:

- Lunch was Lazy Lasagna soup filled with vegetables, vegetables on the side with milk.
- Staff allow children to flow through the various rooms and adjust supervision accordingly.
- Children were observed getting ready to go outside, staff assisted the children but encouraged independence. When they were ready, they put RODS pinni’s on the children and took the backpack with them.
- A group of children returned from outside and handwashing occurred immediately after getting undressed.
- Diaper changing procedure observed and all steps were being completed, including staff and children washing hands following.
- Lots of invitations, open-ended activities, loose parts, real materials, pictures of children with documentation, as well as various family photos.
- Sensory bins were set up throughout the space – filled with water, another observed filled with coloured snow.
- Infant room had a group of babies seated on the ground and staff were sitting directly with them as they played with musical instruments and sang variety of songs with the children.
- Staff were observed communicating with one another regarding ratios, children’s needs and room transitions.

- Christmas and snow themed were evident throughout the space with lots of different activities for children to engage in. Some invitations observed were Santa bread trimming station, Santa's workshop, winter animals, make a gingerbread man, tree block building with loose parts and rope lights.
- Literacy and books observed throughout the centre.

Professional Development.

- SECA online training
- 2 different site visits
- Various micro credentials
- Play and Exploration Phase 1
- ECE courses – some staff have achieved Level 3, while others are working on Level 2 & 3 courses.
- English courses so staff can move into Level 2 courses
- International Early Learning Conferences.
- Future goals: PD closures – Play and Exploration Phase 2, Numeracy workshops, more micros.
 - Discussed PD closures and what would be required to implement them (policy, notification to parents, etc). Referred to manual to review information.

Inclusion:

- 2 children accessing inclusion supports:
 - One expires Oct 31, 2026
 - The other expires Mar 31, 2026, but there is a possibility that it may not be renewed.
 - ECIP comes once per month to provide support.

Things to Do:

- Follow up on licensing requirements as outlined in checklist.

CC.

Copy of the note to be provided to the director/board of directors