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Children's Services Information System

INSPECTION ASSESSMENT REPORT

Service Name: CEG
Licensee: REDACTED
Authorised supervisor: REDACTED
Type of service: Long Day Care
Service characteristics: Licensed Non-Funded
Number of complaints: 1
Conditions of Licence:

Maximum number of children in attendance at any one time: *Thirty five (35)*

Number of Children in each age range:

Birth to under two years: *Twelve (12)*
 Two years to under three years: *Thirteen (13)*
 Three years to under six years: *Ten (10)*
 Six years to under 12 years: *Nil ()*

Days/Hours of operation:

Mon	Tue	Wed	Thu	Fri	Sat	Sun
07:00	07:00	07:00	07:00	07:00	00:00	00:00
18:30	18:30	18:30	18:30	18:30	00:00	00:00

Expiry Date of Existing Licence: *30 September 2013*
Inspection date: *11 January 2011*
Inspection Conducted by: (1) *Tim Crowley*
Inspection Conducted by: (2) *Michelle Dodson*
Date of last visit: *15 October 2010*

OUTCOMES FROM INSPECTION ASSESSMENT:

Breaches identified: No

No breaches identified during the inspection

Children's Services Officers Michelle Dodson and Tim Crowley visited the service on the 11th January 2011 to verify that the licensee had complied with the additional license conditions that were served on the service on 30 December 2010. The officer's spoke with the licensee delegate^{CHD} [REDACTED] who confirmed that

- the licensee had received the letter from the Agency imposing conditions on the licence,
- confirmed that she understood these conditions and
- that all staff were aware that they were not to permit^{CDM} [REDACTED] to enter or remain on the premises of the service.
- She also stated that^{CDM} [REDACTED] was aware that he wasn't permitted to contact the parents or children who attend the service and that the parents were also aware on this.

When asked about how the parents and staff had been advised of these conditions^{CHD} [REDACTED] said that the parents of the children at the

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service had been notified of the conditions on the license in her own words. She also stated that the full conditions would be included in the service newsletter that was going out tomorrow.

CHD [redacted] confirmed that these conditions had not been breached.

The officer's viewed the staff and visitors attendance records.

The Authorised Supervisor [REDACTED] was absent today.

CHD [redacted] said that she would fax a copy of the parent newsletter to the Strawberry Hills Office.

A copy of the newsletter - with the licensing conditions included - was received from the service on 12th January 2011.

[REDACTED]

Prepared by: *Tim Crowley*

Date: 17/1/11

[REDACTED]

Approved by: *Kathy Langley*

Date: 17/1/11