

X.XX – Child Care Services and Early Years Programs

Purpose

The Board believes that making child care programs available on board property is a benefit to the community and improves student learning outcomes. The Board also believes that the provision of such services should be inclusive, culturally appropriate, accessible, and advance Indigenous reconciliation.

Guidelines/Objectives

This Policy is intended to align with the *School Act*'s policies respecting child care programs. This Policy will address five distinct areas associated with the provision of child care and early years programs on board property:

1. Values,
2. Fees,
3. Requirements for third-party child care providers,
4. Selection and maintenance of child care providers, and
5. Board-provided child care.

Definitions

1. The terms “board property,” “business day,” “child care program,” “educational activities” and “licensee” have the meanings given to those terms in the *School Act*.
2. “Direct and indirect costs” include:
 - a. utilities;
 - b. maintenance and repair;
 - c. insurance;
 - d. a reasonable allowance for the cost of providing custodial services;
 - e. a reasonable allowance for time school district administrators and other staff spend on matters relating to the use of board property by licensed child care providers; and
 - f. capital replacement costs.

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1. Values

- 1.1 In operating a child care program, whether through a licensee or by the Board, the District will ensure that it is operated in a manner that:
- fosters Indigenous reconciliation;
 - promotes the acquisition and use of the Hul'q'umi'num language;
 - is inclusive and consistent with the principles of non-discrimination set out in the *Human Rights Code*; and
 - supports lifelong learning.

2. Fees

- 2.1 Child care programs, if operated by the Board, will be operated for a fee no greater than the direct and indirect costs the Board incurs in providing the child care program for the District as a whole.
- 2.2 As per the restrictions in the *School Act* the District shall only provide Board-provided child care services to students enrolled in the District.
- 2.3 Fees for the use of board property by licensees other than the Board will not exceed the direct and indirect costs the Board incurs in making board property available for the child care program.
- 2.4 Third-party providers may provide 0-5 and/or before and after school care.
- 2.5 District staff shall review the rates for Board-provided child care on a yearly basis and make adjustments to ensure that student fees support the ongoing provision of Board-provided child care services and the maintenance of District-based facilities.
- 2.6 District staff shall review the rates the District charges third-party providers for the use of board property on a yearly basis and make adjustments to ensure that licensee fees support the maintenance of District-based facilities.

3. Requirements for Third-Party Child Care Providers

- 3.1 Appropriate licensing and accreditation procedures will be in place.
- 3.2 The District will require the licensee to agree to comply with this Policy and Administrative Procedure 528 Child Care Services and Early Years Programs.
- 3.3 Child care providers will be expected to conform to the school's code of conduct and school rules that may pertain to the successful operation of the child care service on board property.

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3.4 The use of board property by licensed child care providers must not disrupt or otherwise interfere with the provision of educational activities including early learning programs and extracurricular school activities.

3.5 Child care providers in the District shall be non-profit with the exception of legacy providers in place prior to 2020.

3.6 The Board encourages third-party providers to pay a living-wage to their employees.

4. Selection and Maintenance of Child Care Providers

4.1 Where feasible, accounting for financial and human resource considerations, and within the limits of the *School Act*, the Board's preference is that newly created before and after school child care spaces be operated by the Board.

4.2 Subject to 3.1, District staff will consider, on an ongoing basis, whether those programs are best provided by licensees other than the Board, the Board, or a combination of both.

- a) In the event that licensees provide the child care programs, District staff shall regularly provide opportunities for non-profit providers to express their interest.
- b) District staff shall determine the process by which third-party child care providers are selected for District sites including the application of this policy.

4.3 Within the term of the license, if for any reason the service provided to the school and community is deemed to be unsatisfactory to the school and/or community or the child care service conflicts with the provision of K-12 programs, District staff may seek alternative providers or not renew a license.

5. Board-Provided Child Care

5.1 The Board shall approve the expansion or reduction of sites providing Board-provided child care. District staff may decide to expand or limit the number of licensed spaces being provided at a previously approved site.

5.2 In emergent circumstances District staff are empowered to approve additional site/s for Board-provided childcare. Staff shall report to the Board, as soon as practicable, when such an expansion occurs.

Administrative Procedures related to this Policy may include:

- Administrative Procedure 528 Child Care Services and Early Years Programs

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Legal References: [Child Care Ministerial Order M326/20](#)
[Human Rights Code](#)
[School Act](#) – Sections 85.1, 85.2, 85.3 and 85.4

Monitoring Method: *Board of Education / Superintendent*

Monitoring Frequency: *Triennial*

Adopted: 2024.xx.xx