

What You Need to Know About Licensing Requirements for Early Learning and Child Care Centres

Centres licensed by the Province of Manitoba must provide environments promoting children's health, safety and wellbeing. Activities must be designed to promote child development – including emotional, social, intellectual and physical. Regulations under *The Community Child Care Standards Act* help to ensure these responsibilities are met.

STAFF QUALIFICATIONS

The director and a specific proportion of staff* need to have completed approved training in early childhood education. All staff must be classified at one of three levels:

Early Childhood Educator III (ECE III) – approved degree or approved two-year diploma program plus recognized specialization

Early Childhood Educator II (ECE II) – approved two-year diploma program

Child Care Assistant (CCA) – 40 hours of relevant course work

All staff must undergo a criminal records check, a child abuse registry check and have first aid and CPR training relevant to the age group in care.

SPACE

A minimum of 35 square feet of useable indoor floor space for each child must be provided. In full time infant/preschool and school age centres, outdoor play space of 75 square feet, either near or within a safe distance of the centre, must also be provided.

EARLY LEARNING & CHILD CARE ENVIRONMENTS

- Developmentally-appropriate, child-focused and play-based activities, as well as space and equipment, must be provided for creative art, music, science, dramatic play, reading, blocks, water, sand, science, construction, fine and large motor skill development.
- Nutritious meals and snacks must be provided by the centre or parents.
- Emergency procedures must be planned in advance and drills held monthly.
- Spanking and other forms of physical punishment must not be used as forms of discipline.
- Outdoor play must be provided daily in full-time and school age centres, weather permitting.
- Is inclusive of children with additional support needs.

QUALITY early learning and child care is provided by qualified ECEs and CCAs who understand child development and how children learn. Carefully planned activities encouraging children's exploration and creativity are provided.

ECEs and CCAs work in partnership with parents to ensure high-quality early learning and child care experiences to help our citizens of tomorrow develop to their fullest potential.

IF YOU HAVE QUESTIONS OR CONCERNS

Contact your centre's child care coordinator or call Child Care Information Services at 204-945-0776 or toll free at 1-888-213-4754 or visit Child Care Online at www.manitoba.ca/childcare.

PARENT'S RIGHTS

- Parents can visit any time their children are in attendance.
- All information about a child or family must be kept strictly confidential but parents can access such information upon request.

SAFETY PLAN & CODES OF CONDUCT

- Each facility must have an enhanced safety plan to deal with emergencies, which includes procedures for controlling visitor access.
- Each facility must have a code of conduct for staff, parents, children and all others involved with the facility.

SUPERVISION

Regulations determine the maximum number of children for which one staff may be responsible (staff:child ratio) and the maximum number of children with which a child may be engaged in any activity (group size):

TYPE OF CENTRE	AGE OF CHILDREN	STAFF : CHILD RATIO	MAXIMUM GROUP SIZE	REQUIRED PROPORTION OF TRAINED STAFF*
Full Time Infant/Preschool	12 wks – 2 yrs	1:4	8	two-thirds
	2 yrs – 6 yrs	1:8	16	two-thirds
Nursery School	12 wks – 2 yrs	1:4	8	one-half
	2 yrs – 6 yrs	1:10**	20	one-half
School Age	6 yrs – 12 yrs	1:15	30	one-half

* Required proportion of trained staff (ECE II or ECE III)

** Ratio of 1:10 also for Kindergarten children

