



KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

ADMINISTRATIVE REGULATIONS APPENDIX D

Section: Educational Services
• School Operations
Regulation: CHILD CARE

Regulation Code: ES-2.3.1D
Policy Code Reference: ES-2.3
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Integration and Collaboration Expectations for the Extended Day Program by Child Care Providers

As per the expectations of the Ministry of Education, and the goals of the Kawartha Pine Ridge District School Board, child care providers offering extended day programs will be active and valuable participants in the delivery of an integrated program curriculum.

1. Requirements of Child Care Providers Providing Extended Day Programs

Child care providers providing extended day programs are required to:

- 1.1 work jointly in setting individual student Early Learning Program plans and goals (if applicable);
- 1.2 contribute to joint school/child care/parent communication pieces;
- 1.3 jointly develop a school handbook for principals and program leaders (which will include information on school emergency preparedness plans, health and safety plans, emergency contact lists, etc.);
- 1.4 provide information and/or participate in initiatives such as the school website, newsletter, school events, parent/teacher interview nights (where applicable), school/parent council, planning committees;
- 1.5 secure parent/guardian consent to share through written approvals, in order to ensure the exchange of needed student information between the parent/guardian, the child care provider and the school staff;
- 1.6 observe Kindergarten (JK/SK) classrooms during pre-arranged times to ensure to their best ability that curriculum activities and behaviour strategies are complementary throughout the extended day;
- 1.7 attend monthly meetings between onsite program supervisor and school principal to ensure open and collaborative integration of programs; and
- 1.8 provide opportunities for staff participation in professional development activities at the school, board and Ministry level.

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2. Shared Use of School Facilities

- 2.1 Where viable, extended day students will be accommodated within JK/SK classrooms as designated by the school principal. Before and after school programs for ages 6 to 12 may be accommodated within the school gym, within a classroom, in an unused school space, or within dedicated day care space as determined most appropriate for licensing purposes, and for the school and the child care provider.
- 2.2 School equipment will be shared, in consultation with the administrator/teacher, to facilitate the extended day program (i.e. sand tables, easels, house centres, etc.). Repair and replacement costs will be shared on an equitable basis between child care providers and the school board.
- 2.3 Child care providers are expected to provide their own activity consumables (i.e. paper, paint, paste, etc.) to support all of their activities, all food/consumables related to their nutrition program (must be in compliance with the nutrition policy as established by the Ministry of Education and Board Policy No. [ES-1.7, Nutrition](#)), and storage containers/shelving as needed for these supplies.
- 2.4 Child care providers are expected to provide at their own expense, when required, kitchen equipment in order to meet their own program needs and any Child Care and Early Years Act requirements (i.e. fridge, storage unit, dishwasher).
- 2.5 Child care providers will have access to outside school fields when not in use for school based extra-curricular activities.
- 2.6 Gym access may be provided when not in use for school and extra-curricular programs. Sports equipment will be shared on a request basis. Replacement of damaged equipment will be charged back to the child care provider.
- 2.7 Where deemed viable, the board will make best efforts to accommodate child care programs on non-instructional school days, including professional activity days, winter and March breaks, and during the summer. Where school access is limited due to maintenance/facility/custodial plans, the board will provide alternative sites to the best of its ability.