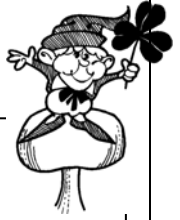




Community Child Care ~ March 2016



March Break School-Age Program

Thursday March 17 isn't just St Patrick's day, it's our March Break program for school-aged children, and this year we're inviting children in SK or older to attend. Your own children are welcome to attend along with the daycare children.

Jordan the Firefighter has agreed to return! This year his focus will be on firefighting and fire prevention. He'll cover emergency procedures with the children, and we are hoping he will bring all his scary gear with him again.

You can drop off the children about 9:30 at the Western Ottawa Community Resource Centre, 2 MacNeil Court, and pick them up at 11:30. We will serve a snack of pizza, but the children may still be hungry for lunch.

Please call the office soon to register. We can accept a maximum of 25 children for this program.



Did you know...

Inspections

You are supposed to notify the agency if you have any kind of inspection of your home. For example, sometimes the fire department does a neighbourhood blitz to check smoke detectors, or the gas company may check the lines, or if you have renovations done you might be visited by a hydro inspector or a city building inspector.

Accident/Incident Reports

If you complete an Incident/Accident Report about something that happened with a child, it is to be signed by you, your advisor and the parent. Keep a copy in your file about the child, send a copy to the agency, and give a copy to the parent.

Licensing

A huge thank you to all of you for your cooperation in getting ready for licensing this year. We know how much the paperwork burden has increased and how many changes you have had to make in your daycare to accommodate the first round of new regulations.

You are now the main custodians of the documents required by the *Child Care and Early Years Act* and Regulations, although the agency is still required to keep complete files too. If you are having any difficulty keeping up with organizing your files, please don't hesitate to ask your advisor.

Our program advisor from the Ministry of Education will start her inspection of the Agency during March Break and will continue the following week. We do not know which homes she will choose to visit, so please ensure that all your paperwork is up-to-date and easily accessible.

March Break
March 14 to 18, 2016

Statutory Holidays:
Good Friday
Friday, March 25, 2016
Easter Monday
Monday, March 28, 2016

If your parents require care ask them to contact the office to have it approved.

An inspection by the Ministry advisor takes longer than our safety. The advisor is not familiar with your home, your group or your way of doing things the way we are. If you are visited, please do your best to be patient and cooperative. One of our advisors will be there to help care for the children, but we are not permitted to answer any questions for you. The Ministry advisor may ask you to show her your children's information, your insurance policy, your First Aid certificate – in fact, any documents you are required to have.

***Thanks for your help.
We couldn't do it without you.***

