

Child Care Space Development in Saskatchewan

Purpose of this Document

Child care facilities are important early learning environments for children. Many organizations and individuals express an interest in developing child care facilities in their communities. This resource is intended to support organizations and individuals to understand:

- Saskatchewan's Early Learning and Child Care Program;
- models of child care services;
- how to determine the best model of child care to meet community needs; and,
- funding available for non-profit child care centres and licensed child care homes.

Saskatchewan's Early Learning and Child Care Program

Saskatchewan's Early Learning and Child Care (ELCC) Program supports families and communities by promoting quality care for children. Quality child care means a safe and nurturing environment that promotes the physical, social, emotional and cognitive development of children in partnership with parents and communities.

The goals of the ELCC Program are to:

- promote the healthy growth and development of children and support the provision of child care services to Saskatchewan families;
- ensure families have access to reliable child care resources that provide a healthy, safe and nurturing environment for children; and,
- provide increased and a more flexible range of quality child care options for all families.

The Ministry of Education provides oversight for the ELCC Program and licenses child care facilities in accordance with *The Child Care Act, 2014* and *The Child Care Regulations, 2015*. These pieces of legislation establish the standards licensed child care facilities must meet to ensure children's health, safety and well-being. This legislation also establishes which child care services must be licensed by the Ministry of Education, and those that are exempt from licensing.



Child care facilities licensed by the Ministry of Education must meet legislated standards. These standards address areas such as minimum space requirements, natural light and qualifications of Early Childhood Educators, health and safety.

Models of Service

There are two primary models of licensed child care services: child care homes and child care centres. Child care homes provide full-time care to smaller numbers of children, while child care centres provide full-time care for larger groups of children. There are also several services that are exempt from licensing.

Child Care Homes

Child care homes provide child care services to children in a residential premises. There are two types of child care homes:

- **Family Child Care Homes** provide care by one individual for up to eight children, including the provider's own children up to and including 12 years of age. There are further requirements for combinations of ages permitted. A licence from the Ministry of Education is optional for Family Child Care Homes.
- **Group Family Child Care Homes** provide care by one individual and an assistant for up to 12 children, including the provider's/assistant's own children up to and including 12 years of age. There are further requirements for combinations of ages permitted. A licence from the Ministry of Education is required for Group Family Child Care Homes.

Child Care Centres

A centre provides child care services to children ranging from six weeks up to and including 12 years of age. A centre may be licensed for up to a maximum of 90 child care spaces. Child care centres are typically operated by a Board of Directors and staffed by employees hired under the authority of the board.

A licence is required for all child care centres. To operate a child care centre, groups must be:

- a corporation under *The Business Corporations Act*;
- a corporation under *The Non-Profit Corporations Act, 1995*;
- a co-operative under *The Co-operatives Act, 1996*;
- a municipality;
- a partnership, where all partners are residents of Saskatchewan and at least 18 years of age; or,
- in the case of an individual, a resident of Saskatchewan at least 18 years of age.



Child care homes provide early learning and child care services for up to eight children. Child care homes are an option for individuals interested in operating a small business in a residential premises.



Child care centres provide full-time early learning and child care services for up to 90 children. Centres are typically operated by Boards of Directors.

Child care centres may be non-profit or for-profit. Non-profit child care centres incorporated pursuant to *The Non-Profit Corporations Act, 1995*, *The Co-operatives Act, 1996*, or a municipality are eligible to receive ministry funding.

Corporations under *The Business Corporations Act*, partnerships or individuals are welcome to apply to develop and operate for-profit child care centres; however, for-profit child care centres are not eligible to receive funding for centre development and operations from the Ministry of Education, or child care fee subsidies from the Ministry of Social Services.

Only non-profit child care centres and licensed child care homes are eligible to receive child care grant funding from the Ministry of Education and child care fee subsidies from the Ministry of Social Services.

Exempted Services

Several services are exempt from *The Child Care Act, 2014* and *The Child Care Regulations, 2015*. Exempted programs are not licensed or regulated under child care legislation.

Examples of exempted services include:

- child care offered to a child exclusively within the child's home by a non-relative;
- programs that operate for three hours or less per day (e.g. part-time preschools, nursery schools or playschools);
- programs that are therapeutic or medical in nature and offered by a social or medical-related organization;
- programs for preschool or school-age children that are operated on a seasonal or holiday basis (e.g. summer camps);
- programs offered exclusively to school-age children on school premises; and,
- a Prekindergarten, kindergarten, or a Montessori program operated by a Board of Education, the conseil scolaire or a registered independent school.

The full range of services exempted from child care legislation may be found in *The Child Care Act, 2014* and *The Child Care Regulations, 2015*.

Determine the Best Model of Services to Meet Community Need

To determine the best model of services, individuals and organizations should assess child care family need, in addition to organizational or individual goals. Some considerations are provided below to assist you in determining the best model to meet community need.

Considerations	Potential Service Delivery Option
What are the existing early years services?	Service delivery options vary. For example, if the community has a number of full-time child care service options, an exempted service may meet community need.
How many children need care in my community?	Service delivery options vary. A child care centre may be an option for larger numbers of children requiring care in cities and towns. Alternatively, a child care home may be an option for fewer numbers of children requiring care in villages and hamlets.
What are the early learning and child care needs of children and families in the community?	Service delivery options vary. Early learning and child care need may be full-time, part-time, seasonal, etc.
Do families require full-time child care while they work or attend school? Does the community need a child care facility that is open full-time?	Child Care Centre Family Child Care Home Group Family Child Care Home
Do large numbers of families require full-time child care services?	Child Care Centre
Do I want to operate a small business as a source of income for myself?	Family Child Care Home Group Family Child Care Home
Do I want to develop a non-profit child care centre operated by a Board of Directors, where all revenues generated are reinvested into the child care centre?	Non-Profit Child Care Centre Co-operative Child Care Centre Child Care Centre governed by a municipality
Do I need funding to develop child care spaces? Do families in my community need access to child care fee subsidies?	Non-Profit Child Care Centre Co-operative Child Care Centre Child Care Centre governed by a municipality Family Child Care Home Group Family Child Care Home
Would my child care facility need to access operating funding provided through child care legislation?	Non-Profit Child Care Centre Co-operative Child Care Centre Child Care Centre governed by a municipality
If I want to open a for-profit centre, do I have the resources to develop and operate a centre without funding provided through child care legislation? (e.g. space development and operating grants, child care fee subsidies)	For-Profit Child Care Centre
Do families prefer access to part-time services, such as a preschool program?	Exempted services where children attend three hours or less per day.
Do families and school-age children require before-and-after school services on school premises?	Exempted services provided exclusively to school-age children on school premises.

To further support individuals and organizations to best determine which model of services corresponds to community and individual/organizational need, refer to the charts provided at the end of this document.

Grant Funding for Licensed Non-Profit Child Care Centres and Child Care Homes

Funding may be available to assist with the costs of developing new child care spaces, as resources become available. This funding is intended to support licensed, non-profit child care centres and licensed child care homes, and will not cover all development costs. Child care centres may also receive ongoing funding to support centre operations. The chart below provides an overview of the primary sources of grant funding for developing and operating child care facilities; specific grant amounts may be found by referring to the corresponding regulation.

Grants for Licensed Non-Profit Child Care Centres		
Grant	Intent	Regulation
Start-Up (One-time Grant)	To assist with the expenses incurred in opening a new centre or increasing the number of child care spaces in an existing centre (e.g. equipment, furnishing, health/fire inspections).	Section 77
Space Development Capital (One-time Grant)	To assist with the costs of developing, renovating or constructing new child care spaces in a centre.	Section 78
Early Childhood Services (Monthly Grant)	To assist non-profit centres with monthly overhead and operating costs (e.g. wages and benefits, rent/mortgage, utilities).	Section 83
Grants for Licensed Child Care Homes		
Grant	Intent	Regulation
Start-Up (One-time Grant)	To assist with the expenses incurred in opening a child care home (e.g. equipment, furnishings, fire inspection).	Section 80
Fire, Health and Safety (One-time Grant)	To assist new child care homes with the costs of meeting fire, health and safety requirements, as part of the initial licensing process.	Section 81

In addition to this grant funding, non-profit child care centres and licensed child care homes may receive child care fee subsidies on behalf of eligible parents from the Ministry of Social Services. A range of other grant funding is also available from the Ministry of Education to support areas including, but not limited to:

- Early Childhood Education training;
- inclusion of children with additional support needs;
- creating an enriched early learning environment;
- nutrition in child care homes; and,
- annual equipment costs in child care homes.

Next Steps in Applying for a Licence

Child Care Homes

Individuals interested in developing a child care home may complete the Online Child Care Home Initial Licensing Information Session. This information session provides details on the steps involved in licensing, and how to submit an application. The information session may be found online by visiting “*Start a Licensed Family Child Care Home*” at: www.saskatchewan.ca/business/entrepreneurs-start-or-exit-a-business/start-a-business/managing-a-child-care-business/start-a-licensed-family-child-care-home.

Child Care Centres

Organizations and individuals interested in applying for a child care centre licence do so through completion of a Community Needs Assessment Form. This form gathers information concerning the child care need in the community and the individual/organization’s readiness to move forward with child care space development as resources become available. Further information about requesting centre-based child care spaces may be found online by visiting “*Start a Child Care Centre*” at: www.saskatchewan.ca/business/entrepreneurs-start-or-exit-a-business/start-a-business/managing-a-child-care-business/start-a-child-care-centre.

Helpful Links and Contact Information

The Child Care Act, 2014 and ***The Child Care Regulations, 2015***: www.publications.gov.sk.ca/freelaw/. This legislation establishes which services must be licensed, and services that are exempt from legislation. This legislation also provides the standards that licensed facilities must follow.

The Child Care Licensee’s Manual: <http://publications.gov.sk.ca/details.cfm?p=76930>. This manual describes licensing standards and expectations in greater detail.

Survey of Need for Child Care Services: <http://publications.gov.sk.ca/details.cfm?p=75915>. This survey may assist organizations/individuals to determine whether there is a need for child care in their community.

Information Services Corporation: <https://www.isc.ca/Pages/default.aspx>. Information Services Corporation (ISC) is responsible for Saskatchewan’s Corporate Registry. All child care centres are registered with ISC.

Early Learning and Child Care Service Delivery Offices

Northern Region	800- 667-4380
Central Region	306-933-6071
Southern Region	306-787-4980

What are the early learning and child care needs in my community?

Do families primarily require full-time child care for 0-12 year olds?

YES

NO

Do smaller numbers of children in my community require care?

Do I want to be a small business owner in a residential premises?

YES

NO

Child Care Home

Child Care Centre

Do families require child care fee subsidies?

Do I require grant funding to support me to provide child care services?

YES

NO

Do families require child care fee subsidies?

Do I need funding to develop and operate a child care centre?

YES

NO

Licensed Family Child Care Home

Licensed Group Family Child Care Home

Licensed or Unlicensed Family Child Care Home

or

Licensed Group Family Child Care Home

Centre developed and operated as/by a:

Non-profit corporation; Co-operative; or Municipality.

Centre developed and operated as/by a:

Business corporation; Individual; Partnership; Non-profit corporation; Co-operative; or Municipality.

Do families require a part-time early learning program?

YES

NO

Preschool program where children attend for three hours or less per day.

Services offered exclusively to school-age children on school premises.

or

Before-and-after school program not on school premises where children attend for three hours or less per day.

or

Seasonal or holiday services offered to preschool and school-age children (e.g. summer camps).

Examples of Models of Early Learning and Child Care in Saskatchewan

Type	Ministry of Education Licence required	Eligible for child care grant funding through the Ministry of Education	Eligible for child care fee subsidies through the Ministry of Social Services	Exempt from <i>The Child Care Act, 2014</i> and <i>The Child Care Regulations, 2015</i>
Non-Profit Child Care Centres	✓	✓	✓	X
For-Profit Child Care Centres	✓	X	X	X
Family Child Care Homes	Optional	✓	✓	X
Group Family Child Care Homes	✓	✓	✓	X
Part-time programs where no child attends for more than three hours (e.g. preschools, playschools).	X	X	X	✓
Programs offered exclusively to school-age children on school premises (e.g. before-and-after school programs).	X	X	X	✓
Holiday or seasonal programs for pre-school or school-aged children (e.g. summer camps).	X	X	X	✓