

Section B: Standards for Extended Hours Care



1.0 Definitions

“Extended Hours Child Care” means a full-day, part-day or school-age program that is licensed to provide day care for up to 18 hours per day, under the following circumstances:

- (i) the setting is in operation for more than 12 hours per day; or
- (ii) the setting is in operation past 6:30 p.m.; or
- (iii) the setting is in operation during the weekend.

“Infant” means a child who is younger than 18 months old

“Licensee” means the person in whose name a license has been issued under the *Act*

“Preschooler” means a child who is 36 months old or older and is not attending school.

“School-Age Child” means a child who is attending school and is not older than 12 on December 31 of the current school year.

“Toddler” means a child who is between 18 months old and 35 months old, inclusive.

2.0 Objectives

The Department of Community Services recognizes that flexible quality child care is essential to the well being of families in Nova Scotia. The *Standards for Extended Hours Care* provide direction with respect to requirements for compliance with Section 18 (4) of the *Day Care Regulations*. The standards are intended to ensure that:

- 2.1** Requirements for existing and potential licensees who wish to operate an extended hours child care program are clear.
- 2.2** Children's health and well-being are not compromised while in extended hours programs.
- 2.3** Parents are able to access child care outside of the typical operating hours of a child care facility to engage in training and/or employment opportunities.

3.0 Scope

- 3.1** These standards apply to child care facilities that are licensed to operate extended hours child care programs.
- 3.2** Family Home Day Care Agencies develop their own policies/guidelines regarding extended hours care, including the overnight stay. The expectations for extended hours and overnight care in family home day care program are included in the *Care Provider Handbook*.
- 3.3** Facilities that are licensed to provide an extended hours program shall be inspected during their operating hours.

4.0 Licensing

4.1 A facility may not offer extended hours child care unless they have an approved proposal. Approval to offer extended hours care will be indicated as a condition on the license.

4.2 All licensees shall comply with these Standards and offer the extended hours program and services as approved.

5.0 Hours of Operation

5.1 Licensees of extended hours child care are licensed to provide child care for more than 12 hours per day or past 6:30 p.m. and on weekends. The total number of operating hours in a day does not exceed 18.

5.2 Hours of operation for extended hours child care are approved as outlined in the proposal. Approval is based on community need as demonstrated in the *Proposal to Operate Extended Hours Child Care*.

6.0 Children in Attendance

6.1 The number of hours any child may attend an extended hours child care program must reflect the needs of the child's parent/guardian to work or study and must not exceed 13 hours per day or 65 hours per week.

6.2 Extended hours care programs may offer child care programs for children in the following age groups:

- (i) infants
- (ii) toddlers
- (iii) pre-school age
- (iv) school- age

7.0 Staff-to-Children Ratios and Group Size

7.1 Staff-to-children ratios and group sizes for full day programs are maintained during extended hours care.

7.2 Staff-to-children ratios and group size for mixed age groups are based on the age of the youngest child in attendance.

7.3 Staff members are present and awake at all times.

7.4 Training requirements for staff must be met.

8.0 Equipment Standards

8.1 Equipment requirements for a daily program are maintained.

8.2 Equipment requirements specific to the provision of extended hours care will be based on the needs of the children to be served by the program and will be established during the proposal process.

8.3 The equipment requirements identified during the proposal process are maintained.

9.0 Program Standards

9.1 Developmentally appropriate program plans for extended hours child care are developed and followed.

9.2 The evening program plan for children enrolled in an extended hours child care program:

- (a) meets all of the requirements set out in section 18 (2) of the *Day Care Regulations*;
- (b) provides an evening rest period; and
- (c) offers quiet activities prior to the evening rest period.

9.3 The routine for the extended hours child care program is:

- (a) posted in a conspicuous location in the facility; and
- (b) included in the parent handbook and personnel and management policy manual.

10.0 Nutrition

10.1 An evening meal and snack is offered to each child enrolled in an extended hours care program.

10.2 Each meal and snack served meets requirements established in sections 25 (2) and 25(3) of the *Day Care Regulations*.

11.0 Health Standards

11.1 The program plan for the extended hours child care program allocates a period of time after the evening meal or snack and prior to the evening rest period for children to conduct personal hygiene. During this period, a staff member is to be present and available to assist children.

11.2 Children's toothbrushes are stored in a manner that prevents contact between toothbrushes and maintains the cleanliness of each toothbrush.

11.3 Each child is provided with a clean face cloth and towel for personal hygiene.