

Ministry of Community and Social Services

DAY NURSERIES BRANCHBRIEF SUMMARY OF REGULATIONS

The Day Nurseries Act is Chapter 104 of the Statutes of Ontario. Ontario Regulation No. 160/1970 also governs day nurseries. The Act and Regulations have been printed in one booklet for the convenience of the public and may be obtained on request from the Day Nurseries Branch. Their main provisions may be summarized as follows:

All nurseries, day nurseries, private kindergartens not operated by a public school or separate school board, or registered under the Department of Education Act are required to obtain a licence from the Ministry of Community and Social Services under the Day Nurseries Act. A "day nursery" (regardless of what it is called) means a place that receives for temporary custody for a continuous period not exceeding 24 hours, more than 5 children under 10 years, not of common parentage. The main licensing requirements are as follows:

PREMISES

Zoning restrictions should be checked with the municipality before premises are selected. For licensing, a letter of approval from the zoning authority is required.

Before a new building is erected or an existing building is altered or renovated for use as a day nursery, the plans should be submitted to the Day Nurseries Branch.

There must be 30 square feet of indoor play space for each child enrolled. All rooms used by children under 6 years of age should be located on or below the second floor and must have adequate exits. No more than 25 children should be accommodated in one room.

In selecting a location for any nursery it is better to choose one with the possibility of outdoor play space. While a playground is required only for an all-day program, it is a desirable feature of a half-day nursery. (See over for regulations governing a playground.)

Premises must be inspected and approved by municipal/fire/and health departments. In some municipalities the building department also inspects.

EQUIPMENT AND FURNISHINGS

1 The furniture to be used for the children must be of a size to fit them.

2 There must be arrangements for the display of the play materials at the child's level, as well as storage for play equipment.

3 There must be sufficient play equipment so that all children are kept happily occupied. Lists of recommended equipment for various ages of children and various sizes of groups are available from the Branch.

4 Washroom accommodation must be conveniently located, with one toilet and basin for every fifteen children.

HEALTH SUPERVISION OF THE CHILDREN

Prior to admission to the nursery each child shall have commenced such immunization procedures as are recommended by the local medical officer of health. The nursery shall be open to inspection by the medical officer of health at all times. Hygiene!

STAFF

The supervisor of a nursery must have had training in the group guidance of well children of the ages to be enrolled and must be approved by the Director. The assistant supervisory staff should have completed at least part of a nursery course, or be planning to commence training at an early date. Courses are now available in most parts of the province for persons with secondary graduation diplomas or the equivalent. There are a limited number of courses open to persons with the equivalent of Grade XI education.

The following table will serve as a guide for staffing various types of nurseries.

Number of children and age group	Part-day Session	Full-day Session	Part-day Program during school year	Full-day Program during Vacations and Holidays
15 children - 2 to 4 years	2	3		
16 to 34 children - 2 to 4 years	3	4		
35 to 45 children - 2 to 4 years	4	5		
Up to 25 children - 5 years old	2	3		
26 to 35 children - 5 years old	2	3		
36 to 45 children - 5 years old	2	4		
Up to 30 children - 6 to 9 years			2	3
30 to 50 children - 6 to 9 years			3	4

There shall be two adults in attendance on the premises of a day nursery at all times while there are six or more children present. Children must never be left without staff supervision. Corporal punishment of the children is not permitted.

ADDITIONAL REGULATIONS FOR DAY NURSERIES CARING FOR CHILDREN FOR A FULL DAY

If children are cared for all day, outdoor play space of at least 60 square feet for each child is necessary. The play area must be fenced to protect the children from traffic hazards. It must have sufficient outdoor play equipment to occupy all the children for at least two hours daily in good weather.

In addition to the supervisory staff as listed above there must be sufficient household staff to prepare the meals and keep the nursery clean. For the noon meal a full course hot dinner should be served where children attend more than 6 hours. Sample menus may be obtained upon request.

Individual cots must be provided so that the children may sleep for at least one hour a day.

In day care centre where children 6 - 9 years old are included, a third floor room may be used. When up to 30 children are in attendance an additional playroom is necessary. The playground must allow for 75 square feet of play space for each child. A hot lunch is permitted as the mid-day meal. In the holiday period when children attend day care all day, cots or resting mats must be provided.

GRANTS

Municipalities wishing to establish Day Nurseries may receive an 80% provincial grant toward their operation. Other licensed day nurseries with the cooperation of the municipality may receive provincial assistance with fees in special cases.

LICENCE FEES

The fee for a licence to operate a nursery is ten dollars. It is renewable on January first of each year at a cost of five dollars. Cheques or money orders should be made payable to the Treasurer of Ontario and forwarded directly to the Chief Accountant, Ministry of Community and Social Services, Queen's Park, Toronto 5. A receipt will be issued.

FOR ADDITIONAL INFORMATION
OR APPLICATION FOR A LICENCE
PLEASE WRITE:-
OR PHONE: - 965-5095

Day Nurseries Branch,
Ministry of Community and Social Services,
7th Floor, Hepburn Block,
Queen's Park,
TORONTO, Ontario.
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