

# ADMINISTRATIVE REGULATIONS

**TITLE: USE OF BOARD PROPERTY FOR CHILD CARE PROGRAMS**

**CATEGORY: FACILITIES**

**NUMBER: 4170**

**Circulating until September 25, 2026**

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## **I. Rationale**

The Board of Education of School District No. 46 recognizes the value and importance of available child care and quality early learning programs in the community. To facilitate the operation of such services, the board supports the use of board property for licensed child care programs where appropriate, recognizing that access to quality, affordable and inclusive child care supports children, families, schools and the broader community.

This regulation establishes the district's process for considering the use of board property for child care programs, in alignment with the School Act, applicable Ministerial Orders and the Board's Strategic Plan and Child Care Action Plan.

## **II. Definitions**

The terms "board property", "business day", "child care program", "educational activities", and "licensed child care provider" shall have the meanings set out in section 85.1 of the School Act.

## **III. Guiding Principles**

- A. The use of board property for child care programs must not disrupt or otherwise interfere with educational activities, including early learning programs and other school district operations.
- B. Child care programs on board property should support inclusive child care and principles of Indigenous reconciliation.
- C. The district will use the Sunshine Coast Child Care Action Plan, and related engagement processes, to assess community need, support collaboration, and guide child care planning on board property.
- D. The district will consider available space, facility suitability, operational impacts, community need and district priorities when determining whether board property may be used for child care programs.

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## IV. Practices

- A. On an annual basis, the district will identify appropriate available space and facilities at elementary schools that may be suitable for child care programs, considering enrolment, educational programming needs, facility suitability, licensing requirements, operational impacts and the Sunshine Coast Child Care Action Plan.
- B. Where community need and suitable available space are identified, the district will determine whether, how and when the space may be used for child care programs.
- C. Before entering into or renewing an agreement for the use of board property for a child care program, the district will consider:
  - 1. whether the Board should become the licensee and operate the program directly;
  - 2. whether the program is better provided by a licensee other than the Board;
  - 3. continuing community need;
  - 4. the licensee's performance, where applicable;
  - 5. licensing and regulatory compliance;
  - 6. impacts on school operations; and
  - 7. alignment with the Sunshine Coast Child Care Action Plan.
- D. In selecting a licensee other than the Board, the district may consider the licensee's ability to provide inclusive child care, support Indigenous reconciliation in child care, collaborate with the district, meet regulatory and contractual requirements, and provide services that align with community needs.
- E. The district will engage, as appropriate, with employees, parents and guardians, the Indigenous Education Council, First Nations and Indigenous communities, child care providers and community partners regarding the use of board property for child care programs. Engagement may occur through the Sunshine Coast Child Care Action Plan or other district processes.
- F. Unless otherwise agreed in writing, board property will be made available "as-is," and the cost of improvements, equipment and furnishings required for child care activities will be the responsibility of the licensee.

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- G. Fees for the use of board property by a licensee other than the Board will not exceed the direct and indirect costs incurred, or expected to be incurred, by the Board as a result of making board property available for the child care program. The Secretary-Treasurer is responsible for determining rental rates on a cost-recovery basis, which may include a reasonable estimate of long-term capital renewal costs.
  - H. A licensee operating a child care program on board property must enter into a written agreement with the Board that addresses, as applicable, use of space, term, fees, insurance, licensing compliance, health and safety, responsibility for improvements, termination, and other terms and conditions required by the district.
  - I. If the Board decides to change the use of board property that is being used for a child care program, the district will provide written notice to the Minister of Education and Child Care without delay, in the form and with the information specified by the Minister.
  - J. The district will submit this regulation to the Ministry of Education and Child Care as required.

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References: *School Act* Section 85.1, Ministerial Order 203/26 (Child Care Order), Declaration on the Rights of Indigenous Peoples Act (*Declaration Act*)