



USE OF EDUCATIONAL PROPERTY FOR CHILD CARE

**Context:**

Consistent with *Ministerial Order M326* (August 31, 2020), and the provisions of *The Educational Statutes Act, 2020*, the Board of Education has identified the need for quality, affordable, childcare that is accessible, where possible, to school sites. This policy should be read in conjunction with Policy and Administrative Procedures 105 - *Use of School Facilities*.

**Policy Statements:**

1. The Board recognizes the need for quality, affordable and accessible child care close to or on all school sites.
2. The Board promotes the provision of quality, affordable and accessible child care between the hours of 7 A.M. and 6 P.M. on business days by either the Board or third party licensees.
3. Use of Board property by licensed child care providers must not disrupt or otherwise interfere with the provision of educational activities including early learning programs and extracurricular school activities.

**Guiding Principles:**

The Board believes that:

1. The Board should regularly assess the community need for child care programs on their property through a process of engagement with all interested community parties.
2. Child care and space rental fee structures should be set with cost recovery in mind.
3. Special consideration should be given to providers who provide quality, affordable care that is inclusive and fosters Indigenous reconciliation.
4. All programs should require the licensee to maintain appropriate standards of performance and must remain fully licensed at all times.
5. Where possible, preference for provision of childcare services should be given to not-for-profit providers.

**Definitions:**

1. In this policy, the terms “board property,” “business day,” “child care program,” “educational activities,” and “licensee” have meanings given to those terms in the School Act.
2. “Direct and Indirect Costs” include:
  - a. Utilities
  - b. Maintenance and repair
  - c. Allowance for custodial and other school district related expenses including any time spent by district employees relating to the use of facilities by licensed child care providers.

**References:**

- [Administrative Procedures: Use of Educational Property for Child Care](#)
- BCSTA (December 11, 2020) Child Care Policy Template and Backgrounder
- [Education Statutes Amendment Act, 2020](#)
- [Ministerial Order M326 \(August 31, 2020\)](#)
- [Community Care and Assisted Living Act](#)

**Dates of Adoption/Amendments:**

Adopted: 2021.04.27  
Amended: **2024.10.22**



ADMINISTRATIVE PROCEDURES TO BOARD POLICY 107

USE OF EDUCATIONAL PROPERTY FOR CHILD CARE

**Purpose**

These Administrative Procedures are intended to provide the procedural framework for Board Policy 107: Use of Educational Property for Child Care. In School District 69 any child care services provided on school district property is most often provided by third party providers and community partners.

**Procedures:**

1. Senior staff will ensure that assessments of community needs for child care are done at least annually in relation to each elementary school in the district in collaboration with Board employee groups, DPAC and PACs, Indigenous community leaders, members of the Oceanside Early Learning Coalition and interested others.
2. Those periodic assessments will consider the current provision of child care services before and after school, whether by third-party child-care providers or by the district, relative to the need of the parents in that school community.
3. As possible, senior staff will consider within those assessments the capacity of the district to work with third-party providers for child care services to pre-school aged children, including full-day services where demand, facility and availability of operators allows.
4. If child care programs are to be provided on Board property, the Board of Education will consider, on an ongoing basis, whether those programs are best provided by licensees other than the Board, the Board, or a combination of both. Preference will be given to not-for-profit providers.
5. Child care programs, if operated by the Board, will be operated for a fee no greater than the direct costs the Board incurs in providing the child care program.
6. Fees for the use of Board property by licensees other than the Board will not exceed the direct and indirect costs the Board incurs in making Board property available for the child care program.
7. If child care programs are operated by a licensee other than the Board, the Board will require the licensee to agree to comply with this Policy.
8. In selecting licensees other than the Board to operate a child care program, the Board will give special consideration to the candidates' proposals to:
  - a. provide inclusive child care; and,
  - b. foster Indigenous reconciliation in child care.
9. If the Board decides to operate a child care program, the Board will ensure that it is operated in a manner that:
  - a. fosters Indigenous reconciliation in child care. In particular, the child care program will be operated consistently with the following principles of the British Columbia Declaration on the Rights of Indigenous Peoples Act:
    - i. Indigenous peoples have the right, without discrimination, to the improvement of their economic and social conditions, including in the area of education; and,
    - ii. "Indigenous peoples have the right to the dignity and diversity of their cultures, traditions, histories and aspirations which shall be appropriately reflected in education"; and
  - b. is inclusive and consistent with the principles of non-discrimination set out in the British Columbia Human Rights Code.



ADMINISTRATIVE PROCEDURES TO BOARD POLICY 107

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10. Any contract with a licensee other than the Board, to provide a child care program on Board property must be in writing and subject to review no less than every five (5) years. The contract must contain:
  - a. a description of the direct and indirect costs for which the licensee is responsible;
  - b. an agreement by the licensee to comply with this policy and all other applicable policies;
  - c. a provision describing how the agreement can be terminated by the Board or the licensee;
  - d. an allocation of responsibility to ensure adequate insurance is in place to protect the interests of the Board;
  - e. a statement that the agreement can only be amended in writing, signed by the Board and the licensee;
  - f. a requirement for the licensee to maintain appropriate standards of performance; and
  - g. a requirement that the licensee must at all times maintain the required license to operate a child care facility.
11. Prior to entering into or renewing a contract with a licensee other than the Board to provide a child care program on Board property, the Board will consider:
  - a. whether it is preferable for the Board to become a licensee and operate a child care program directly;
  - b. the availability of school district staff to provide before and after school care;
  - c. whether, with respect to a licensee seeking renewal or extension of a contract, the licensee has performed its obligations under this Policy and its contract with the Board, with specific regard to performance providing an inclusive child care program and one that promotes Indigenous reconciliation in child care.

**References:**

- [Board Policy 107: Use of Educational Property for Child Care](#)
- BCSTA (December 11, 2020) Child Care Policy Template and Backgrounder
- [Education Statutes Amendment Act, 2020](#)
- [Ministerial Order M326: Child Care \(August 31, 2020\)](#)
- [Community Care & Assisted Living Act](#)

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