

Program Statement Implementation Policy

Name of Home Child Care Agency: Little Lambs Home Daycare Inc.

Date Policies and Procedures Established: January 1, 2020

Date Policies and Procedures Updated: Annually

Purpose

Little Lambs Home Daycare honors its responsibility to provide professional, accountable and educational home child care. The program statement implementation policy requires that all individuals involved in caring for the children are aware of the expectations set out by Little Lambs. The expectations outline:

- how home child care providers, other employees and students and volunteers are to implement the approaches in the program statement;
- how the Program Statement will be monitored, reviewed and kept up to date;
- what the prohibited practices are and;
- how Little Lambs will deal with a contravention of the program statement and/or commission of a prohibited practice.

The policies and procedures relating to the program statement implementation policy must be reviewed with home child care providers, volunteers and students, persons who are ordinarily residents of the premises or regularly at the premises, home child care visitors and employees of Little Lambs Home Daycare. They are implemented and monitored for compliance and contraventions in accordance with O.Reg 137/15 The Policies must be reviewed:

- Before interacting with children/or/ before children are placed in the premises for the purpose of receiving child care;
- Annually thereafter; or any time a change is made
- Records of review will be noted on RECE Home Visitor observations.

Adherence to the Program Statement

- The Program Statement has been written and designed as a tool to provide clarity on the expectations of Home Child Care and how to effectively interact with children, parents and staff. The Program Statement is based on leading research by the Ministry of Education document, "How Does Learning Happen?" The Program Statement is meant to inspire, educate and enhance the existing work of Home Child Care Providers.
- All Home Child Care Providers, Volunteers, Students and Persons who are ordinarily residents of the premises or regularly at the premises are expected to follow the principles of the Program Statement

Prohibited Practices

- Little Lambs Home Daycare wants to ensure each child has a safe and positive experience that promotes their healthy growth and development. ECE Home Visitors will observe caregiver interactions with children ensuring that they align with our program statement and beliefs in adult-child interactions. The following practices are prohibited at all times in our caregiver's homes:
 - a) corporal punishment of the child;
 - b) physical restraint of the child, such as confining the child to a high chair, car seat, stroller or other device for the purposes of discipline or in lieu of supervision, unless the physical restraint is for the purpose of preventing a child from hurting himself, herself or someone else, and is used only as a last resort and only until the risk of injury is no longer imminent;
 - c) locking the exits of a home child care premises for the purpose of confining the child, or confining the child in an area or room without adult supervision, unless such confinement occurs during an emergency and is required as part of the licensee's emergency management policies and procedures;
 - d) use of harsh or degrading measures or threats or use of derogatory language directed at or used in the presence of a child that would humiliate, shame or frighten the child or undermine his or her self-respect, dignity or self-worth;
 - e) depriving the child of basic needs including food, drink, shelter, sleep, toilet use, clothing or bedding; or
 - f) inflicting any bodily harm on children including making children eat or drink against their will.

Process for Contraventions

- Little Lambs Home Daycare takes the Program Statement very seriously it is the primary document to guide interactions with children and parents. Any actions that do not adhere to the Program Statement are subject to follow up and contract terminations. Contraventions of the Program Statement will follow the same procedure as any contract contravention, as outlined:

Cautioning and Terminating a Caregiver

Step One

- RECE Home Visitor/Director takes information
- RECE Home Visitor reviews records (Caregiver home, family file, acquired information relating to child care provider)

Step Two

- RECE Home Visitor and Director discuss the contravention/incident.
- Decide if it is a Serious Occurrence, does Family and Children's Services need to be contacted?

Step Three

- Close home or not?
- Placement of children
- More information gathering
- Meet with caregiver if Family and Children's Services is not involved.

Step Four

- Decision making about term/warning /caution letter consider the severity, history, age of children, safety and well-being of children.
- Term letter/ Warning/Caution letter about contravention

Step Five

- Follow up visit with consultant if warning letter sent, discuss letter
- Monitor progress or changes, weekly and then monthly once the requirements in the warning letter are consistent.
- Decision if another contravention should occur, go back to Step Four.

Monitoring of the Program Statement:

- RECE Home Visitors will monitor and observe child care providers for any prohibited practices, and make a comment in each visit regarding adherence to the Program Statement and Prohibited Practices. If any contraventions are noted, they will be summarized in the Home Visitors observations. Follow up will occur as outlined above.