

Extended Day Program - Program Statement Implementation Policy

Name: WRDSB Extended Day Program

Date Policy and Procedures Established: April 6 2022

Date Policy and Procedures Updated: April 27, 2022

Purpose

To ensure that staff, volunteers and or students are familiar with the program statement and implement the approaches specified in the program statement and in accordance with the CECE standards or practice and How Does Learning Happen.

To ensure staff, volunteers and students understand and are aware of the prohibited practices that are set out in Section 48 of O. Reg. 137/15.

Outline measures that the WRDSB will use to deal with contraventions of the policies and procedures.

This will be reviewed with staff annually in orientation training and as new staff join the program.

WRDSB Extended Day programs;

- promote the health, safety, nutrition and well-being of the children;
- support positive and responsive interactions among the children, parents, child care providers and staff;
- encourage the children to interact and communicate in a positive way and support their ability to self- regulate;
- foster the children's exploration, play and inquiry;
- provide child-initiated and adult-supported experiences;
- plan for and create positive learning environments and experiences in which each child's learning and development will be supported, and which is inclusive of all children, including children with individualized plans;
- incorporate indoor and outdoor play, as well as active play, rest and quiet time, into the day, and give consideration to the individual needs of the children receiving child care;
- foster the engagement of and ongoing communication with parents about the program and their children;
- involve local community partners and allow those partners to support the children, their families and staff;

□ collect input from families through a parent survey that is reviewed semi-annually with supervisors and educators to monitor progress in these areas.

Our programs strive to:

1. meet the individual developmental needs of the whole child;
2. promote child-led and active exploration opportunities in carefully planned and inclusive learning environments;
3. foster positive relationships, maintain communication and support continuous learning between staff, children, families and community partners; and
4. document and reflect on the effectiveness of our program.

In our programs you will see:

- a wide variety of open-ended play materials in loosely defined areas so that children can freely use the materials to support their exploration, inquiry and play with bodies, minds and senses.
- periodic visits from and to shared spaces within the school (e.g., library, gym, playground, where applicable community partner events) to enhance the children's experiences.
- pictures of the children engaged in play, learning stories that documents the children's experiences and feedback from parents posted on the parent information board.

In our programs you will hear:

- dialogue between staff and children that support problem solving and co learning throughout the entire program.
- daily communication and the exchange of information with families and staff.

In accordance with the Child Care and Early Years Act the WRDSB Extended Day programs prohibit staff in engaging in the following practices;

- (a) corporal punishment (which may include but is not limited to, hitting, spanking, slapping, pinching);
- (b) physical restraint of children, including but not limited to confining to high chair, car seat etc. for discipline or in lieu of supervision unless for the purposes described in the regulation (to prevent self-harm, harm to others and only until risk of harm/injury is no longer imminent);
- (c) locking the exits of the child care centre for the purpose of confining the child, or confining the area or room without adult supervision, unless such confinement occurs during an emergency;
- (d) use of harsh, degrading, measures or threats or derogatory language directed at or used in the presence of a child that would humiliate, shame or frighten the child or undermine their 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. And Staff confirm that these practices are not allowed and do not occur in the program.

Regular monitoring of program policies and implementation of approaches outlined in the program statement will occur during supervisor site visits as recorded in the monitoring compliance observation record of site visits.

Staff will receive ongoing professional development that supports approaches outlined within the program statement as references in WRDSB Extended Day Policy Staff Training (6A).

If an employee is found to have been engaging in these practices the steps outlined in Step 4 **Dealing with Contraventions of Policies, Procedures within** the WRDSB Extended Day Program Monitoring Compliance and Contraventions Policy will be followed and may include progressive discipline (Human Resources), termination and would follow WRDSB protocols for Duty to Report to Family & Children's Services and police.

Other Resources:

[The Child Care and Early Years Act \(2014\)](#)

[The Education Act](#)

[Ont. Regulation 221/11 Extended Day and Third Party Programs](#)

[Ministry of Education Policy Memoranda](#)

[Before and After School Programs Policies and Guidelines for School Boards](#)

[How Does Learning Happen?: Ontario's Pedagogy for the early Years \(HDLH\)](#)

Glossary

Licensee: The individual or corporation named on the licence issued by the Ministry of Education responsible for the operation and management of the .

Staff (Employee): Individual employed by the licensee (e.g. program room staff).

DECE: *Designated Early Childhood Educator*