

EARLY LEARNING AND CHILD CARE CIRCULAR

Date: December 19, 2024

CIRCULAR NUMBER: ELCC-2024-11

To: Early Learning and Child Care facilities

Subject: Accessible Information and Communication Standard

Effective Date: May 1, 2025

Type:	<input checked="" type="checkbox"/> Policy	<input checked="" type="checkbox"/> All Facilities	<input checked="" type="checkbox"/> Action Required
	<input type="checkbox"/> Procedure	<input type="checkbox"/> Centres	<input type="checkbox"/> Information Only
	<input type="checkbox"/> Licensing	<input type="checkbox"/> Nursery Schools	
	<input type="checkbox"/> Financial	<input type="checkbox"/> Family/Group Homes	
	<input type="checkbox"/> Subsidy		

This circular is to advise all licensed early learning and child care facilities with employees, about the details to meet compliance requirements of the Accessible Information and Communication Standard under the Accessibility for Manitobans Act.

On [April 23, 2024, the department distributed a general update about the Accessible Information and Communication Standard Regulation](#) to all early learning and child care facilities including where to locate resources to support training and compliance. Additionally, the department advised of the following compliance deadlines:

- May 1, 2024 for all public and independent schools
- May 1, 2025 for child care facilities with one or more employees, whether located in a school or elsewhere.

Background:

[The Accessible Information and Communication Standard Regulation](#), effective May 1, 2022 under [The Accessibility for Manitobans Act](#), builds on existing requirements of Manitoba’s Human Rights Code and requires organizations to identify, remove and prevent barriers that exist digitally, in-print or through interaction with technology or people. It also adopts globally recognized web content accessibility guidelines as a minimum requirement.

Compliance and Requirements for Licensed Child Care Facilities:

Child care centres (including nursery schools) will be required to comply by May 1, 2025, whether they are in a school or elsewhere. Family/group child care homes with employees or who hire casual staff, will also be required to comply with the standard by May 1, 2025. **Note: Home-based providers who do not have any employees or hire casual staff are exempt from this standard.**

The Manitoba Accessibility Office provides a mandatory online training module on the Standard at www.accessibilitymb.ca/resources-events-and-training/online-training.html.

Meeting requirements under the Standard, including completing required training, applies to all child care facility staff, board members and volunteers, as well as family/group child care home providers in scope of the regulation, who:

- communicate with the public or with stakeholders on behalf of your child care facility
- maintain your website and web content
- purchase or procure information technology
- develop and implement your facility's policies, practices and procedures related to accessible information and communication

The Accessibility Compliance Secretariat is responsible for monitoring compliance. Child Care facilities may be selected for review, or they can be inspected with or without notice. If results from a review or an inspection show that the facility is not in compliance with the Standard, a plan will be developed to help the facility reach compliance through training, guidance and sharing of tools and resources.

Implementation Resources

For more information about this Standard and how to meet compliance and training requirements:

- **Attend the Accessible Information and Communication Standard Webinar.**
Links to register are provided in the covering email for this circular:
 - [Thursday, January 16, 2025, from 1:30p.m. – 2:30 p.m.](#)
 - [Thursday, January 16, 2025, from 6:00p.m. – 7:00 p.m.](#)
- **Review the ELCC-2024-11 - Frequently Asked Questions (FAQs) for Facilities:**
Accessible Information and Communication Standard.

For more information on The Accessibility for Manitobans Act and its regulations, including tips for creating accessible documents, please visit [the Manitoba Accessibility Office](#) website.

Thank you for your attention and continued efforts to remove barriers and achieve accessible information and communication in Manitoba.

If you have any questions related to compliance with the requirements of The Accessible Information and Communication Standard Regulation, please contact the Accessibility Compliance Secretariat at 204-792-0263 or accessibilitycompliance@gov.mb.ca.