

Offering Casual Child Care Services in Manitoba

What is it?

Casual child care, also known as 'drop-off child care', is a service offered by a child care centre or home provider that enables parents to use child care outside the typical reasons for service on a casual basis. Typically, parents use full-time child care to go to work, go to school, seek employment or when there are special or medical needs.

Casual child care is different from part-time care, which is provided on a regular basis. Casual child care is provided on an as-needed basis and parents only pay for care used. A child care facility may have a vacancy because they are not at full capacity, or because a child is away from the facility attending kindergarten. Casual child care can be hourly, part-day or full-day.

Casual child care helps parents who need care only in some situations. It helps parents by providing safe and stimulating environments for their children. Casual child care also helps facilities by letting them fill unused licensed spaces or licensed spaces when their kindergarten or other children are not present. This makes better use of existing staffing and can generate more revenue for a facility.

How many children can I care for?

All child care centres and homes must meet licensing requirements at all times. In particular, this means that you may care for no more than the total number of children of a certain age, as stated on your licence, and you must maintain staff-to-child ratios.

What can I charge?


Regulations 39.1(1) and (2) of Manitoba Regulation 62/86 under *The Community Child Care Standards Act* allow facilities to apply for permission to establish a casual child care fee. As you know, as a funded facility, you cannot charge more than the maximum fee specified in regulation. For example, if a child attends for a full day, you may charge up to the full day rate. This same requirement applies for casual fees. However, you may apply for permission to set a different fee for casual care within the maximum amounts established in regulation. For example, you may apply for permission to set an hourly rate for families using your service on a casual basis that is up to the 4-hour maximum fee.

You will need to receive approval to do this as normally all fees charged to parents need to be uniform. You need to submit a proposal to Manitoba Early Learning and Child Care (MELCC) through your Child Care Coordinator. In this proposal, you must state the casual child care rates you intend to charge and the type of casual child care to be provided.

I'm interested. What do I have to do?

If you do not charge a different fee for casual care than the fee charged to parents attending on a regular basis, you don't need to get approval to offer casual child care.

If you do want to charge a fee that is different than the fee you charge to parents attending on a regular basis, then you need to submit a proposal to your Child Care Coordinator. The proposal can be written as a letter and needs to include all of the following information:

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- a description of the child care provided
 - the maximum number of children for whom care may be provided
 - the maximum number of hours per day during which the child care may be provided
 - the fees charged

Your proposal will be assessed to see if it conforms to the legislation and whether it includes all of the required information. A letter will be sent to you to tell you the outcome.

How can families find out about this service?

To ensure that families in your community are aware of your casual child care services, you may wish to update your facility's information on the *Licensed Child Care Search*, found on Child Care Online.

What if I still have questions?

For further information on offering casual child care services, please contact your Child Care Coordinator.