

placeholder regional office

DATE

NAME
ADDRESS

Dear:

Thank you for your **correspondence/email** about the site inspection at **(address)**.

The *Day Nurseries Act* (DNA) is the law governing child care in Ontario. The DNA states that no person shall establish, operate or maintain a day nursery (child care centre) without the authority of a licence.

The DNA allows a person to care for a maximum of five unrelated children (other than their own children where care is provided in their own home) under the age of 10 without a licence. This is the maximum number of children who can be in care at any time without a licence, regardless of the number of adults present.

The Ministry of Education follows up on complaints about possible violations of the DNA. Any person convicted of operating a day nursery (child care centre) or private-home daycare agency without the authority of a licence is liable to a fine of not more than \$2,000 for each day of operation and/or imprisonment for up to one year.

This means that it is illegal for individuals to look after more than five children under 10 years of age, in addition to their own children where care is provided in their own home, without a licence. It is also illegal to provide private-home day care at more than one location without a licence.

Representatives from the ministry's **(list region here)** Regional Office visited this location on **(date)**. Based on their observations, care was being provided to more than five children under the age of 10 years (**OR: select only if relevant:** care was being provided at more than one home without a private-home day care agency licence.)

The caregiver has been advised to reduce the number of children in care under ten years to no more than five (**OR – select if relevant:** the caregiver has been advised to **reduce the number of homes where they provide care to one home and to provide care to no more than five children, not of common parentage and under ten years of age).**

General information about licensed child care in Ontario is available at:
<http://www.edu.gov.on.ca/childcare/index.html>

For your reference, the Day Nurseries Act is available at:
http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90d02_e.htm

Regulation 262 under the DNA is available at:
http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_900262_e.htm

Information about licensed child care programs is available at Ontario's Licensed Child Care Website:

<http://www.iaccess.gov.on.ca/LCCWeb/childcare/search.xhtml>

Thank you again for writing. I hope that this information has been helpful

Sincerely,

Name of Manager

Director under the *Day Nurseries Act*
Manager, Licensing and Compliance
Child Care Quality Assurance and Licensing Branch
Ministry of Education