

CHAPTER ONE: LICENSEE RESPONSIBLE

Licensee Responsible	Licenses
Revised: July 2016 Revised: September 2017	Policy Number: 1.1 Appendix: Active Licenses

Policy

Application from renewal to operate and maintain Child Care Licenses for Child Care Centre Programs shall be made annually to the:

Ministry of Education

Child Care Quality Assurance And Licensing

Attach a cheque or money order to this form, payable to the Minister of Finance and mail to the Child Care Quality assurance and Licensing Unit at the following address:

77 Wellesley Street West Box 980 Toronto ON M7A 1N3

Procedures

It is the responsibility of the Executive Director to Ensure:

1. This Application will contain any information the Program Advisor considers necessary.
2. It is understood that each license issued will expire one year from the date issued.
3. North Hastings Children's Services shall ensure that the license to operate each program shall be posted in a conspicuous place.
4. The Decal (as provided by ministry) will be posted in a predominant place in each program operated by the organization.