



**POLICY:**  
DAYCARE SERVICES AT SCHOOL

**REFERENCE:**  
CS-104

**Origin:** Complementary Services Department  
**Authority:** Resolution # C07-08-027, # C25-11-313  
**References:** Refer to the Legal Framework on page 2

## RATIONALE

The purpose of this Policy is to provide information on various aspects of school daycare services, including legal and organizational aspects arising from the Education Act, rules, by-laws, regulations, as well as the Regulation respecting childcare services provided at school<sup>1</sup>.

School daycare services are offered to preschool and elementary school students in the school board outside of school hours. They are part of the students' living environment and contribute to their overall development as part of the school's educational program.

They pursue the following objectives:

- Ensure the well-being of students and provide an environment conducive to their development.
- Provide support to students' families, namely by offering those who wish it a suitable place and, as far as possible, the necessary support to enable them to do their schoolwork after class.
- Ensure the health and safety of students, in accordance with the rules of conduct and safety measures approved by the school board, in accordance with section 76 of the Education Act (chapter I-13.3).<sup>2</sup>

## POLICY STATEMENT

By putting into force a Policy related to daycare services in schools, the school board shall:

- Establish guidelines and principles governing daycare services;
- specify the roles and responsibilities of the various stakeholders or authorities involved in daycare services;
- define the organizational and operational procedures agreed upon with the school board;
- ensure the quality of daycare services is maintained.

<sup>1</sup> <https://www.legisquebec.gouv.qc.ca/en/document/cr/l-13.3,%20r.%2011>

<sup>2</sup> <https://www.legisquebec.gouv.qc.ca/en/document/cs/l-13.3>

## FIELD OF APPLICATION

This Policy applies to all students, parents, personnel of the elementary schools of the Board.

This Policy also applies to members of the schools' Governing Boards, as well as external applicants seeking employment within the daycare services of the Board.

## LEGAL FRAMEWORK

All Canadian and Quebec laws, ESSB governance policies and by-laws and collective agreements will be applied, more particularly but not limited to:

- The Education Act (R.S.Q., c.l. -13.3, sections 42,50, 193, 256, 454.1, and 461.1);<sup>3</sup>
- the Regulation respecting childcare services provided at school;<sup>4</sup>
- the triennial budgetary rules for school boards and school service centres issued by the *Ministère de l'Éducation du Québec* (MEQ);<sup>5</sup>
- the policies, procedures, and regulations in effect at the school board;
- the school board's Commitment-to-Success Plan;<sup>6</sup>
- the ministerial instructions for reporting school enrollment.

## DEFINITIONS

### Daycare Services

Childcare services provided at school shall be offered to children at the preschool and elementary level of a school service centre (school board), outside the periods where educational services are provided to them.

They shall be part of the children's environment and contribute, in accordance with the educational project of the school, to their global development.<sup>7</sup>

It is an integral part of the services provided by the school and must be self-financed. The school daycare service provides a program of activities in keeping with the needs of the child in a safe environment supervised by qualified staff.

## APPLICATION OF THIS POLICY

1. The Director of the Complementary Services Department is responsible for the application of this Policy.
2. This Policy will be reviewed on an "as needed" basis or every three years.

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<sup>3</sup> <https://www.legisquebec.gouv.qc.ca/en/document/cs/l-13.3>

<sup>4</sup> <https://www.legisquebec.gouv.qc.ca/en/document/cr/l-13.3,%20r.%2011%20/>

<sup>5</sup> <https://cdn-contenu.quebec.ca/cdn-contenu/education/services-garde-milieu-scolaire/Service-garde-milieu-scolaire-surveillance-midi-balises-tarification.pdf> (in French only)

<sup>6</sup> [https://www.essb.qc.ca/wp-content/uploads/2024/02/Rapport\\_PEVR\\_VE\\_Gouv.pdf](https://www.essb.qc.ca/wp-content/uploads/2024/02/Rapport_PEVR_VE_Gouv.pdf)

<sup>7</sup> <https://www.legisquebec.gouv.qc.ca/en/document/cr/l-13.3,%20r.%2011>