

Designated Off Site Play Space Plan

Obtaining Approval to Use a Play Space Away from the Facility

Community Care Facilities Licensing Program



A licensee must provide each child in care with at least 6.0 m² of outdoor play area. To meet the Child Care Licensing Regulation requirements, outdoor play areas are ideally situated directly adjacent to the child care facility, (i.e. fenced play space or fenced backyard). Licensing does occasionally receive a request from an applicant to use a play space away from a facility.

A play space away from a facility:

- Can pose increased risk to the health and safety of children in care.
- May not be approved by Licensing if there are health and safety risks to children.

If you do not have a play space on site or propose to use an outdoor play space located off site, your Licensing Officer will request that you submit an Off Site Play Space plan outlining how you will ensure the health, safety and well-being of children and meet legislative requirements:



- Child Care Licensing Regulation:
 - Section 16 – Play Areas, Materials and Equipment.
 - Section 44 – Program of Activities.
 - Schedule B – (Section 9 [Applying for a Licence]).
 - Schedule G – (Section 44 [Program of Activities]).
- Director of Licensing Standard of Practice – Safe Play Space.

The following questions will help support an Applicant/Licensee in developing an appropriate Off Site Play Space Plan:

Travelling To and From the Off Site Play Space:

- The distances and routes from the community care facility to the outdoor play areas and activities.
- Any major physical features that may affect the safety of children, including roads and bodies of water, located along the routes to and in the immediate vicinity of the outdoor play areas and activities.
- Plan addressing inclement weather.

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Campbell River

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- A supervision and staffing plan, including while children are being transported to and from outdoor play areas or activities located outside the property boundaries describing:
 - How children will be walking and/or transported i.e.: vehicle, walking ropes, strollers.
 - Age and developmental needs of children in care.
 - Staff to child ratio.
 - Easily identifiable clothing worn by children (i.e. pinnies, bright t-shirts).
 - Staff communication plan.
 - Staff positioning.

Health and Safety Considerations:

- Outdoor area used by dogs (off-leash).
- How the facility staff will handle public interacting with children.
- Plan for any elevated playground equipment that is not age appropriate for children.
- Plan if child has a minor injury or requires transporting back to the facility. How facility will communicate with parents i.e.: Cell phones, access, emergency.
- If not fully enclosed outdoor space, addition of visual boundaries.
- Toileting facilities available at site or brought by the facility (plan to include toileting equipment used, disposal, privacy, hand washing).
- Plan for children in diapers.
- Considerations for children attending identifying approved Temporary Placement and Retentions (TPRs).
- Daily safety checks.



Considerations for Program of Activities:

- How will you give children:
 - The required amount of outdoor play, not including travel time each day?
 - Outdoor play when they need it?
 - Outdoor play times which are long enough for children to take part in meaningful activity?
 - Opportunities to develop large and small muscle skills when playing outside?
 - Opportunities to grow, socially, emotionally, creatively, cognitively and physically?
 - An environment that can meet their changing needs and interests?

Other Considerations:

- How reasonable it is that children will be able to access this outdoor area on a regular basis?
- Permission to use by Municipality or owner of property?
- Other community users: Public school, other child care facilities?
- How will you let parents know about the Off Site Play Space Plan?
- Any policies and procedure intended to guide staff with regards to using the proposed off site play area

Next Steps:

- Submit a detailed Off Site Play Space Plan to your local Licensing Officer.

Assessment Process

- Your Licensing Officer will review your Off Site Play Space Plan proposal to determine if there is an increased risk posed to children and if so, is it appropriately addressed.
- As part of the assessment process, your Licensing Officer will ask to accompany you to the proposed play space to conduct an inspection.

Note:

- It is the Licensee's responsibility to ensure that all local requirements of the municipality are met.
- Some content for this InfoSheet was provided with permission from Fraser Health Authority.

