

**EarlyON**  
Child and Family Centre



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## FAMILY GUIDE

# EarlyON Child and Family Centre

Providing quality programs since 2001



Dear Families:

Welcome to the EarlyON Child and Family Centre and to a partnership in the early learning and development for your child.

We are committed to information sharing about child development, parenting, nutrition, play and inquiry-based learning as well as any topics that are of interest or support the family with their role.

We believe in an “open door” policy and families are always encouraged to share their ideas/ concerns or questions with the staff, supervisor or you can contact the supervisor at the email below.

We hope this guide provides you with the information you need about our programs. For more information, please visit [www.foreverychild.ca](http://www.foreverychild.ca).

If you have any questions, please visit or call us at 705-746-9522 x 4300.

Sincerely,

Lana Whetham, RECE

Supervisor

EarlyON Child and Family Centres

District of Parry Sound Social Services Administration Board

[lwhetham@psdssab.org](mailto:lwhetham@psdssab.org)

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# Vision and Guiding Principles

EarlyON Child and Family Centres are intended to support children, parents and caregivers in learning, growing and connecting together. It is expected that CMSM's and DSSABs (District Social Services Administration Board), school boards and local service providers will be guided by the following principles when developing, delivering and evaluating Child and Family Centres programs and services:

*Child and Family Centered:* All programs and services are designed and delivered to meet the unique needs of parents, caregivers and young children to support their learning, development and well-being.

*Welcoming:* EarlyON Child and Family Centres provide a warm and welcoming environment based on the foundational conditions for supporting growth and long-term success (belonging, well-being, engagement and expression).

*High Quality:* Programs and services are designed to support positive experiences and outcomes and foster nurturing relationships between children, parents and caregivers, and are based on the latest evidence and research.

*Inclusive:* Programs and services are accessible and responsive to children, parents and caregivers with varying abilities, cultures, language, socio-economic, sexual orientation and religious backgrounds.

*Integrated:* Programs and services are developed, coordinated and delivered in a cohesive manner in collaboration with broader community services, school boards, EarlyON partners, primary care providers, parents and caregivers.

*Community Lead:* Communities, educators, parents and caregivers are engaged in designing EarlyON Child and Family Centre programs and services that embrace and build on their strengths, address identified gaps and meet their unique needs on an ongoing basis.

# General Information

EarlyON Child and Family Centres are run by the District of Parry Sound Social Services Administration Board.

[www.psdssab.org](http://www.psdssab.org)

Children's Services offer a variety of programs across the District of Parry Sound:

- EarlyON Child and Family Centres – District Wide
- Home Child Care Program – District Wide
- Inclusion Support Services – District Wide
  - \*Resource Teacher support for children with differing abilities  
0-6 yrs of age
- Waubeek Early Learning and Child Care Centre – Parry Sound
- First Steps Early Learning and Child Care Centre – South River
- Highlands Early Learning and Child Care Centre – Emsdale
- Fairview Early Learning and Child Care Centre – Powassan

Nipissing Parry Sound Child and Family Network -

[www.foreverychild.ca](http://www.foreverychild.ca)

Ministry of Education - [www.edu.gov.on.ca/childcare](http://www.edu.gov.on.ca/childcare)

We ask that parents refrain from using their cell phones while visiting the program.

# Days and Hours of Operation

## West Parry Sound

EarlyON Child and Family Centre  
The Sound Community Hub  
86 Gibson St,  
Parry Sound

Monday, Wednesday, Friday  
9:30-12:00  
A light snack will be available

Please note: Families are required to book their visit through [bookwhen.com/psearlyon](http://bookwhen.com/psearlyon). For families who do not have internet access please call 705-746-9522 ext 4300 to book your space.

Due to limited we ask that families only book one visit per week and when possible with only one parent in attendance.

All family members are required to prescreen prior to entry.

At the request of the Sound Community Hub proof of vaccination is required.

Adults and children in grade one and above are required to wear a mask at all times. Children younger than grade one are encouraged to wear a mask. Masks are not recommended for children under the age of two years of age.

For information regarding satellite programs throughout West Parry Sound please contact the number above for more information.

# Days and Hours of Operation

## East Parry Sound

Early Years Centre 160 Toronto Ave, South River 705-386-2552	Mondays, Wednesday, Friday 9:30-12:00 A light snack will be available
Burks Falls Satellite Land of Lakes Public School 705-472-7015 ext 6318	Mondays, Wednesday, Friday 9:30-12:00 A light snack will be available

Please note: Families are required to book their visit through [bookwhen.com/psearlyon](https://bookwhen.com/psearlyon). For families who do not have internet access please call the numbers above to book your space.

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For information regarding satellite programs throughout West Parry Sound please contact 386-2552 ext 5452 above for more information.

# Child Care Fee Subsidy

Families wishing to be Income Tested for child care fee subsidy can contact Children's Services at 1-800-461-4464 or 705-746-7777 ext. 5277 or [subsidy@psdssab.org](mailto:subsidy@psdssab.org) to determine the parental contribution.

- All information is confidential
- Family contributions are based on the Net Family Income as determined by Revenue Canada's Notice of Assessment (NOA)
- Families will be advised of their rate prior to admission
- New families may complete the on-line application by going to [www.psdssab.org](http://www.psdssab.org)

## Program Closures

The Parry Sound DSSAB observes the following holidays in addition to an extended closure during Christmas holidays (dates determined on a yearly basis):

Closed: New Year's Day	Family Day	Easter Monday
Victoria Day	Canada Day	Good Friday
Civic Holiday	Labour Day	Boxing Day
Thanksgiving Day	Christmas Day	

In the event of a bus cancellation the EarlyON satellites in schools will be cancelled. Other sites may be cancelled according to road conditions. The main sites in South River, Parry Sound and Burk's Falls remain open. Please call the office or follow us on Facebook to find out more about program cancellations due to weather.

<https://www.facebook.com/parrysoundOEYCFC>





# Snacks

Children will be offered a healthy snack each day. Due to Covid-19 regulations the Facilitator will serve all foods. Your child may be hesitant to try a new food, however, please encourage them to try it. We know that it takes many attempts trying new foods in order to accept a new taste. Please speak to a Facilitator for food suggestions for your little one. Children are asked to wash hands prior to snack. We ask that you use our washrooms for handwashing opposed to our kitchen sink.

Due to allergies we ask that you NOT bring in outside food except in the case of a planned event. We do strive to be peanut free. Coffee/ tea is available however parents are welcome to bring their own provided they are kept out of reach of children at all times.

# Supervision of Children

Please remember to closely supervise your child/ren as there are many small items and the Facilitator will be busy greeting families, setting up activities, serving snack and more.

Children are not to be left unattended for any reason.

Staff are not responsible for the direct supervision of the children. We ask that parents be aware that there are many infants and toddlers and must closely supervise their older children to prevent injury.

# Students and Volunteers

Our program supports Community Colleges, High School Co-op Students and Community Placement Volunteers.

- Students and Volunteers are required to complete a Criminal Record Reference Check and review all applicable Parry Sound DSSAB policies and procedures prior to the commencement of their placement.
- Students and Volunteers are required to have all immunizations up to date.
- Placement Students and Volunteers are supervised at all times by the program Staff and will not be counted in staffing ratios.

## Staffing

Our staff has been specially chosen to ensure quality care. Our educators are professionally trained and experienced in the field of Early Childhood Education. They participate in ongoing professional development throughout the year to gain additional knowledge in early learning education and child development.

- Early Childhood Educators are registered members of The College of Early Childhood Educators and governed by a Code of Ethics. The college is a professional self-regulatory body for early childhood educators formed to protect the public interest and focus on quality and standards in the practice of early childhood education.

[www.college-ece.ca](http://www.college-ece.ca)

# Prohibited Practices

The following are prohibited practices with respect to all children receiving child care at a program directly operated by the Parry Sound DSSAB.

1. corporal punishment of the child;
2. physical restraint of the child, such as confining the child to a high chair, car seat, stroller or other device for the purposes of discipline or in lieu of supervision, unless the physical restraint is for the purpose of preventing a child from hurting himself, herself or someone else, and is used only as a last resort and only until the risk of injury is no longer imminent;
3. locking the exits of the child care program premises for the purpose of confining the child, or confining the child in an area or room without adult supervision, unless such confinement occurs during an emergency and is required as part of the licensee's emergency management policies and procedures;
4. use of harsh or degrading measures, threats, or use of derogatory language directed at or used in the presence of a child that would humiliate, shame or frighten the child or undermine his or her self-respect, dignity or self-worth;
5. depriving the child of basic needs including food, drink, shelter, sleep, toilet use, clothing or bedding; or
6. inflicting any bodily harm on children including making children eat or drink against their will.

# Duty to Report

With regard to children, abuse is defined in the Child and Family Services Act (CFSA), Section 72 specifying the duty to report to a Children's Aid Society (CAS) information regarding the abuse of a child or their need for protection. The CFSA clearly states that a person who has a duty to report shall make the report directly to CAS and shall not rely on any other person to report on his or her behalf.

Further, a person who has additional reasonable grounds to suspect a child is in need of protection is required to make another report even if he or she has made previous reports with respect to the same child. It is also important to note that registered early childhood educators (RECEs) are expected to be accountable for their actions as early childhood educators and to abide by the College of Early Childhood Educators / *Code of Ethics and Standards of Practice* as well as all applicable legislation, regulations, by-laws and policies that are relevant to their professional practice.

# Cleaning and Disinfecting

EarlyON Centres are cleaned and sanitized at the end of each session with more frequently touched surfaces being sanitized more often. Attendees are asked to sanitize upon entry as well as increased handwashing through the visit.

# Parenting Resources

We have many resource books and brochures that you are welcome to borrow. Please speak to a Facilitator to view the topics and sign out a book. Don't see a topic you are looking for- let us know and we will see if we can find it for you.

In the programs you will find many resources on child development, early screening and community services. Facilitators are more than happy to answer any questions for you.

## Child Development

Each location has the "LookSee Checklist" by Nipissing District Developmental Screen (ndds) for all ages 0-6years. If you do not see it, please speak to a Facilitator who will assist you. If you have any concerns or questions about your child's development, please speak to a Facilitator.

Inclusion Support Services is an early intervention program for a child 0-6 years of age with differing abilities and regularly supports all of our programs. If you feel these services would be of benefit for your family, please speak to a Facilitator who can explain the program and assist with a referral should one be needed.

# Ill Children

In order to ensure the overall health and safety of all the children in our care, we ask that you not bring your child if they are experiencing the following symptoms:

- Any discharge from eyes/ears;
- A severe cough, runny nose and/or congestion;
- Any undiagnosed skin rashes or infections;
- Gastrointestinal symptoms/infection (vomit and/or diarrhea);
- Any communicable disease including: Impetigo, German Measles, Hepatitis A, Meningitis, Measles, Mumps, Pertussis (Whooping cough), Scabies, Scarlet Fever, Strep throat, Tuberculosis, Rotavirus, Ringworm, Bacterial Pinkeye, Headlice.

\*Your child will be able to return to the Centre following the guidelines of the North Bay Parry Sound District Health Unit.

<http://www.myhealthunit.ca/en/partnerandhealthproviderresources/What-Now--for-Child-Care-Centres.asp>

# Tidying Up

Children learn best by observing. Please encourage your child by assisting them to tidy up prior to moving to a new area or toy and role model as you assist with tidy up. In our satellite locations parent's assistance with tidying up at the end of the program is greatly appreciated.

# Important things to know...

Our program curriculum is inspired by ‘How Does Learning Happen?’ Ontario’s Pedagogy for the Early Years and the practices contained in Emergent Curriculum.

- Always ensure that all contact and medical information on file is current (address, emergency numbers/people, employment, immunization, etc.).
- Immediate notification to the program is to be given when a child develops a communicable illness (measles, chicken pox, pinkeye, etc.). You may call the supervisor at 705-746-9522 x 4350 or email [earlyyears@psdssab.org](mailto:earlyyears@psdssab.org).
- We are required to report statistics to the Ministry of Education on a regular basis and therefore ask that you are diligent about signing in your entire family or group of children in attendance.
- If your child is too ill to participate in all elements of our daily program, they need to remain at home for the health of others.
- Upon registration, parents and caregivers are asked for consent to take pictures of the children. Pictures will only be used for the purposes of documenting children’s play and will only be used in the program. For other uses, ie social media, flyers etc children’s pictures will only be used with additional permission.

\*\*We strive to be an allergy safe environment and ask that no outside foods be brought in to our sites.\*\*

# Loose Part & Materials

Loose parts are materials with no specific set of directions that can be used alone or combined with other materials.

Using loose parts from our natural environment will influence children's play by empowering their creativity. Please supervise your child to ensure they are using them in an appropriate manner, as many loose parts can be small.

Loose Parts can:

- Allow children the opportunity to choose how they play
- Be adapted and manipulated in many ways
- Encourage creativity and imaginative play
- Provides open ended learning
- Develop more skills and competence than most modern plastic toys

Our program values clean recycled or repurposed materials that we can use to create with natural materials, baskets, plastic containers, boxes, wood, ribbon, jewelry, dress-up clothes, costumes, picture frames, paper, rope, twine, etc.

(\*\*Please save and bring in your plastic grocery bags\*\*)



# Community Supports

## Prenatal/Postpartum Supports

### Prenatal Classes

North Bay Parry Sound District Health Unit

1-800-563-2808

Great Beginnings Prenatal Nutrition Program 1-800-668-8555

### Breastfeeding Supports

Breastfeeding Coalition of North Bay & Area 1-800-563-2802 x 2356

La Leche League Canada  
[www.lllc.ca](http://www.lllc.ca)

Huntsville La Leche League  
705-385-8721

Huntsville Hospital: Breastfeeding Clinic  
705-789-2311

### Postpartum Depression

North Bay Parry Sound District Health Unit- Healthy Babies Healthy Children Program  
1-800-563-2808

Life with New Baby  
[www.beststart.org/lifewithnewbaby](http://www.beststart.org/lifewithnewbaby)

## Parent Resources

### Parenting

HandsTheFamilyNetwork.ca  
1-800-668-8555

North Bay Parry Sound District Health Unit  
1-800-563-2802

EarlyON Child and Family Centre  
705-386-2552

Tele-health Ontario Phone Line  
1-866-797-0000

Kids Help Phone Line  
1-800-668-6868

Children's Aid Society  
North Bay- 705-472-9010  
Parry Sound - 705-746-9354

Eat Right Ontario  
1-877-510-5102

Infant Toddler Safety Association  
1-888-570-0181

Safe Kids Canada- Hospital for Sick Children  
1-888-723-3847

Transport Canada (car seats & seat belts)  
1-800-333-0371

Ontario Poison Control  
1-800-268-9017

# Community Supports

## Licensed Early Learning and Child Care

### Home Child Care

District Wide  
1-800-563-4201

### Licensed Child Care

Fairview Early Learning and Child  
Care Centre- Powassan  
705-724-5462

First Steps Early Learning and Child  
Care Centre- South River  
705-386-0553

Highlands Early Learning and Child  
Care Centre- Emsdale  
705-636-0202

YMCA Child Care- Callander  
705-752-3277

YMCA Child Care- Parry Sound  
705-746-0511

Waubeek Early Learning and Child  
Care Centre- Parry Sound  
705-746-8332

Adventure Academy- Parry Sound  
705-746-6333

Miiwansag Child Care Centre  
705-751-7172

Muskoka Family Focus  
After School Care- Emsdale  
705-645-3027

## Community Services

Almaguin Highlands Community  
Living  
705-384-5384

Community Living Parry Sound  
705-746-9330

HandsTheFamilyHelpNetwork.ca  
1-800-668-8555

Inclusion Support Services  
1-800-563-4201

Nipissing & Parry Sound Children's  
Aid Society  
Parry Sound- 705-746-9354  
North Bay- 705-472-9010

North East Community Care Access  
Centre  
1-800-440-6762

North Bay Parry Sound District Health  
Unit  
1-800-563-2808

One Kids Place Children's Treatment  
Centre  
1-866-232-5559

Child Care Fee Subsidy  
1-800-461-4464 ext 5277

Income Assistance: Ontario Works  
1-800-661-3230

Community Housing  
1-877-767-6060

Emergency Shelter- Women &  
Children  
1-888-892-2229

# Community Supports

## Education

Near North District School Board  
1-800-278-4922

Nipissing Parry Sound Catholic District School Board  
705-472-1201

Otter Lake Christian School  
705-378-4960

Simcoe Muskoka Catholic District School Board 705-722-3559  
Wausauksing First Nation  
705-746-2531

Shawanaga First Nation  
705-366-2029

Conseil scolaire public du Nord-Est de l'Ontario  
705-996-3223

NOTES

**District of Parry Sound Social Services**

**Administration Board**

1 Beechwood Drive  
Parry Sound, ON P2A 1J2

**Child Care Fee Subsidy Office**

Telephone: 705-746-7777

Toll Free: 1-800-461-4464

Ext 5277

Fax: 705-746-4712

[subsidy@psdssab.org](mailto:subsidy@psdssab.org)

apply online @psdssab.org

**EarlyON Child and Family Centres**

86 Gibson Street

Parry Sound, ON, P2A 1X5

Telephone: 705-746-9522 x 4350

16 Toronto Avenue

South River, ON, P0A1X0

Telephone: 705-386-2552 x 5450

[earlyyears@psdssab.org](mailto:earlyyears@psdssab.org)

Follow us on Facebook- EarlyON Child and Family  
Centres in the District of Parry Sound

For more information visit <http://www.psdssab.org>