

CIRCULAR

Date: October 13, 2020

CIRCULAR NUMBER: COVID-19: 2020-159

To: All Early Learning and Child Care Facilities, ELCC Program staff,
Child Care Subsidy Program Staff

Subject: Child Care Subsidy Program – Orientation Sessions

Type: Policy For Action
 Procedure For Information

Topic: Subsidy Orientation Sessions

On September 21, 2020, a circular (COVID-19: 2020-119) was sent to all child care facilities stating the subsidy program was exploring options to resume ELCC subsidy orientation sessions for the fall.

During Manitoba's ongoing COVID-19 response, the Subsidy Program will be offering orientation sessions using an online video meeting format. Video meetings will require that your facility have reliable computer equipment and Internet access. If your facility is not able to participate in video meetings, the Subsidy Program will work with your facility to deliver an orientation session by telephone conferencing.

Child Care Subsidy Program advisors will be facilitating three video subsidy orientation sessions on November 2, 2020. The sessions are open to all child care facilities (centers, nursery schools and home-based providers), and require approximately 1 hour of time.

At the orientations sessions, subsidy advisors will review subsidy policies and procedures and clarify policies (i.e. reason for care). They will also provide detailed information on the assessment and payment processes, and reporting requirements.

These sessions offer an excellent opportunity for new childcare providers to become familiar with the Child Care Subsidy Program and for experienced providers to review existing policies and procedures.

Video orientation sessions are scheduled for the following times:

November 2, 2020 8:30 a.m. English only

November 2, 2020 10:30 a.m. French only

November 2, 2020 1:30 p.m. English only

Please register to participate in a specific session by calling Child Care Subsidy Program Information Services at 204-945-8195 or register with your subsidy advisor.

If you are unable to participate in a video meeting, please contact your subsidy advisor who will arrange a telephone conference meeting with your facility.

If you have any additional questions about subsidy orientations, please contact your subsidy advisor.

Sincerely,

Child Care Subsidy Program
Early Learning and Child Care Program