



STUDENT SERVICES 7 – Early Childhood Services

Date: June 30, 2004

Revised: Jan. 14, 2016

Responsible Administrator: Associate Superintendent
Education Services

1.0 RATIONALE

Integrated services should be provided to address the developmental needs of each child before entrance into primary education.

2.0 PROCESS

The Superintendent or designate is delegated the responsibility of maintaining this Administrative Practice.

3.0 GUIDELINES

- 3.1 Early Childhood Services (ECS) shall be operated within the regulations and guidelines outlined by Alberta Education.
- 3.2 For grant approval purposes, the Superintendent or designate is responsible for carrying out and providing Alberta Education documented proof of:
 - 3.2.1 establishing and maintaining legal status;
 - 3.2.2 using approved facilities;
 - 3.2.3 arranging for assessments of children for whom special needs grants will be claimed.
- 3.3 Parents may be charged a registration fee established annually by the Local Advisory Committee. (LAC)
- 3.4 Professional development shall be provided to staff to ensure quality programming for the children.
- 3.5 ECS shall be monitored and evaluated in accordance with the evaluation policy of the school division.

References: *Board Policy: F/1/7 Early Childhood Program Services*
D/11/5 System, School and Program Evaluation
E/11/6 Supporting the Growth and Development of Staff
C/3 School Councils
Administrative Practice: ADMINISTRATION 20 School Councils
Guide to Education

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- 3.6 Specialist service shall be provided to assist in programs for children with diverse learning needs as required.
 - 3.7 Each school which offers ECS shall establish a Local Advisory Committee in accordance with Policy C/3, School Councils.

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