

Subsidized Childcare



Information

CITY OF KINGSTON
Community and Family Services
CHILDCARE PROGRAMS

September 2011

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SUBSIDIZED CHILDCARE (FEE SUBSIDY)

Types of Childcare

- Licenced Daycare Centres
- Licenced Private Home Caregivers
- Informal Care (Ontario Works Clients Only)
- Recreation Programs (Christmas, March Break and Summer: 6 - 12 years of age)

Childcare Programs

- Daycare (Full or half day programs)
- Nursery School (Half day program)
- Before & After School Care
- School Age (Summer Programs, Professional Development Days and School Holidays)

FEE SUBSIDY INFORMATION

Community and Family Services, Childcare Programs manages and determines eligibility for fee subsidies for residents of the City of Kingston and the County of Frontenac under the authority of the Day Nurseries Act. Subsidies are available for children ranging in age from infant to twelve (12) years of age where the parent(s) is/are employed or enrolled in an educational or re-training program. Fees vary based on financial circumstances. Appointments are required to determine eligibility and level of assistance. Eligible hours of care are based on parent(s) hours of attendance in an education/training program and/or hours of employment.

APPLICATION PROCEDURE

Subsidized childcare is available through specific licenced childcare providers and funded Recreation Programs within the City of Kingston and the County of Frontenac. This booklet contains program specific information for each childcare provider who has an agreement with the City of Kingston to provide subsidized childcare.

First Step

- **Parents/guardians are responsible for contacting the centre of their choice to secure a space for their child.**
- When Community and Family Services, Childcare Programs has received confirmation of space for your child from the centre of your choice, you will receive a telephone call from our office to book an appointment to determine eligibility for childcare subsidy.

Please Note: When booking a childcare subsidy appointment, please be aware that **both** the parent/guardian applying for subsidy and their spouse or partner are required to attend the appointment.

- Our office is located at 362 Montreal Street, Main Floor, Kingston, Ontario. Please note that if you are more than 15 minutes late for your appointment you will be asked to reschedule. Missed appointments and cancellations may affect your eligibility for subsidy.

- Home visits may be arranged to assist those who may be in need of this service (hospital, disability, etc.).
- At the scheduled appointment, all information relevant to the family’s circumstances is required (see list of required information on page 3). Applications for subsidy will not be processed until **ALL** required information is received by this office. Eligibility will be determined only after all application forms are completed and reviewed.
- Reassessment for childcare subsidy, under normal circumstances, is mandatory once a year. An update is required every six (6) months.

**DETERMINATION OF CHILDCARE SUBSIDIES -
REVIEW PROCESS**

- If you wish to discuss the eligibility decision or to comment on the process, please direct your comments, in writing, to the attention of the Supervisor, Childcare Programs. If, at that time, you are not satisfied with the outcome, a Manager of Community and Family Services is available to review your file.

**We are here to provide assistance with your childcare needs
and are interested in listening to your suggestions.**

**TO BE ELIGIBLE FOR CHILDCARE SUBSIDY THE FOLLOWING
INFORMATION MUST BE PROVIDED AT YOUR APPOINTMENT**

Earnings

Please bring each of the following for you and your spouse:

- Previous year’s Notice of Assessment or Reassessment (NOA)
- Most recent annual Canada Child Tax Benefit notice (CCTB) – if you have children under age 6 (generally received by mail in June/July).

An Income Tax Return must be filed each year to qualify for childcare subsidy. A Notice of Assessment (NOA) is sent to you from Revenue Canada once your Income Tax Return has been processed.

FAMILY INFORMATION

Please bring one of the following for each member of the family:

• Birth Certificate	• Immigrant Documents
• Baptismal Certificate	• Drivers Licence
• Passport	• Hospital Records

Please Note: Health Cards are NOT accepted

- If you or any member of your family were not born in Canada, please provide a Citizenship Card, Record of Landing or Permanent Resident Card.
- Custody and/Support Order

Address

Please bring one of the following:

• Rent Receipt	• Lease
• Mortgage Statement	• Valid Driver's Licence

If you are unable to provide one of the above, please bring two (2) current statements for Hydro, Gas, Water or Telephone service to verify your address.

Employment or Education

To be eligible for childcare subsidy both parents must be engaged in an approved activity such as employment, schooling or retraining. Each parent must provide the following documentation that applies:

Employment: A letter from employer and/or two (2) current pay statements that confirm your days and hours of work

Education: Registration and timetable with program start and end dates.

If you are in receipt of Ontario Works or ODSP you must bring to your appointment your current benefit statement and participation Agreement

THIS LIST IS NOT ALL INCLUSIVE.

YOU MAY BE ASKED TO PROVIDE ADDITIONAL INFORMATION PERTAINING TO YOUR INDIVIDUAL SITUATION.

*A note for New Families: After confirming an appointment date, please contact the childcare centre to confirm a start date and ensure proper enrollment forms are completed.

Daycare Programs

Active World Children's Centre –

76 Smithfield Crescent
Telephone: 613-531-8846
Age: Birth to 5 years
Hours: 7:30 am to 5:30 pm

Bayridge Drive Child Care Centre –

1035 Bayridge Drive
Telephone: 613-634-0003
Age: 18 months to 9 years
Hours: 7:15 am to 5:30 pm

Bay Park Children's Centre –

775 Progress Ave
Telephone: 613-389-8919
Age: 18 months to 6 years
Hours: 7:30 am to 5:30 pm

• Henderson Child Care Centre –

180 Henderson Blvd.
Telephone: 613-507-0003
Age: 18 months - 12 years
Hours: 7:30 am to 5:30 pm

Circle of Friends – 38 Cowdy Street
Telephone: 613-546-1265
Age: 2 to 12 years
Hours: 7:30 am to 5:30 pm

Coppen's Academy - 672 Golden Mile Road
Telephone: 613-331-3993
Age: 18 months - 12 years
Hours: 7:00 am - 6:00 pm

Corner Clubhouse Day Care Centre – 244
MacDonnell Street

Telephone: 613-541-1338
Age: 2.5 years to 6 years
Hours: 7:30 am to 5:30 pm

- **Corner Clubhouse Day Care Centre** –
198 Mack Street
Telephone: 613-541-1338
Age: Birth to 5 years
Hours: 7:30 am to 5:30 pm

Frontenac County Childcare Centre
Administration Office: 153 Van Order Dr.
Telephone: 613-542-0060

**All programs (excluding Lancaster Drive)
are closed in July and August.**

- **Lancaster Drive Child Care Centre** –
1020 Lancaster Dr
Telephone: 613-634-1318
Age: 2 to 12 years
Hours: 7:30 am to 5:30 pm

- **L.C.V.I. Child Care Centre** –
153 Van Order Drive
Telephone: 613-545-1759
Age: Birth to 5 years
Hours: 7:30 am to 5:00 pm

- **Q.E.C.V.I. Child Care Centre** –
145 Kirkpatrick Street
Telephone: 613-545-0228
Age: Birth to 5 years
Hours: 7:30 am to 5:00 pm

- **Loughborough Child Care Centre**
Loughborough Public School
Telephone: 613-376-3392
Age: 2 to 12 years
Hours: 7:00 am to 5:30 pm

Frontenac Club Day Care –
442 Albert St
Telephone: 613-542-4018
Age: Birth to including 6 year olds
Hours: 7:30 am to 5:30 pm

Frontline Daycare Centre –
999 Sydenham Road
Telephone: 613-888-5047
Age: Birth to 5 years
Hours: 6:45 am to 5:15 pm

Gently Rocking Horse Day Care –
259 Albert Street
Telephone: 613-531-7957
Age: Birth to 6 years
Hours: 7:45 am to 5:30 pm

Healthy Horizons Daycare –
880 Victoria St.
Telephone: 613-548-7352
Age: Birth to 5 years
Hours: 7:30 am to 5:30 pm
Serving an All Natural / Organic menu.

High Hopes Day Care –
674 Victoria Street
Telephone: 613-549-6642
Age: 2 to 5 years
Hours: 7:30 am to 5:00 pm

Kingston Daycare Incorporated
Mailing Address: 818—829 Norwest Rd,
Kingston, ON K7P 2N3
Website: www.kingstondaycare.org

**For information regarding space availability
at any of the four programs, please call
613-549-3204.**

- **Collins Bay Child Care Centre** –
4075 Bath Road
Age: Birth to 12 years
Hours: 6:30 am to 5:30 pm

- **Rideau Childcare Centre** –
235 Gore Road, Units 11 & 12
Age: Birth to 5 years
Hours: 7:00 am to 5:30 pm

- **St. Martha Child Care Centre** –
455 St. Martha Street
Age: Birth to 12 years
Hours: 7:00 am to 5:30 pm

- **Trillium Childcare Centre –**
790 Edgar Street
Age: Birth to 5 years
Hours: 6:30 am to 6:15 pm

Kingston Family YMCA –
100 Wright Cres.
Telephone: 613-546-2647
Age: 18 months to 5 years
Hours: 7:30 am to 5:30 pm

- **Kingston Family YMCA –**
Arbour Heights - 564 Tanner Drive
Telephone 613-389-3200
Age: 18 months – 5 years
Hours 6:30am – 5:30pm

La Garderie Croque Soleil – 711 Dalton Ave.
Telephone: 613-548-4484
Age: infant to 2 1/2 years
Hours: 7:30 am to 5:30 pm

- **La Garderie Croque Soleil Les**
Explorateurs–51 Virginia St.
Telephone: 613-544-4816
Age: 30 months – 12 years
Hours: 7:15 am to 5:30 pm

La Garderie Educative de Kingston –
2 Montcalm Avenue
Telephone: 613-549-7109
Age: infant to 12 years
Hours: 7:00 am to 5:30 pm
School age summer care available.

Limestone Advisory for Child Care Programs

Administration Office: 930 Woodbine Rd.
Telephone: 613-384-5188

Offers the following programs:

- **Kids' Place Child Care Centre –**
1044 Lancaster Dr.
Telephone: 613-384-7677
Age: 18 months to 12 years
Hours: 7:30 am to 5:45 pm

- **Sunshine Playhouse –**
32 Lundy's Lane
CFB Kingston Community Centre
Bilingual programs available.
Telephone: 613-546-7572
Age: 18 months to 12 years
Hours: 7:00 am to 5:30 pm

Little Angels Child Care Centre – 1206 Johnson St.
Telephone: 613-536-0358
Age: Birth to 5 years
Hours: 7:30 am to 5:30 pm

Little Bits Daycare—
360 Kingston Mills Road
Telephone: 613-547-0020
Age: infant to 12 years
Hours: 6:00 am to 6:00 pm

Oakwood Pre-School Education Centre –
33 Compton St
Telephone: 613-548-8008
Age: Birth to 6 years
Hours: 6:30 am to 6:00 pm

Old MacDonald's Day Care –
237 Sydenham Street
Telephone: 613-542-5300
Age: 16 months to 12 years
Hours: 7:30 am to 5:30 pm
Located downtown in Central Public School.

Pladec Day Care Centre – 349 Mack St.
Telephone: 613-546-1234
Age: Birth to 5 years
Hours: 6:00 am to 6:30 pm

- **Pladec East Day Care Centre –**
671 Innovation Drive
Telephone: 613-507-4321
Age: Birth to 12 years
Hours: 6:00 am to 6:30 pm

Playtrium Day Care – 541 Days Road
Telephone: 613-389-5553
Age: 18 months to 5 years
Hours: 7:30 am to 5:15 pm

Programs After Learning (P.A.L.) –

671 Brock St.

Telephone: 613-544-4267
 Age: JR. Kindergarten to 12 years
 Hours: 7:30 am to 6:00 pm

Located in St. Joseph's/St. Mary's
 School

Queen's Day Care Centre –

169 Union Street

Telephone: 613-533-3008
 Age: 2 years to 6 years
 Hours: 7:30 am to 5:45 pm

• **Queen's Day Care Centre –
 (The Baby House)**

184-186 Union Street

Telephone: 613-533-3008
 Age: Birth to 2.5 years
 Hours: 7:30 am to 5:45 pm

Rubber Duckie Daycare –

342 McMahon Ave.

Telephone: 613-545-1962
 Age: 18 months to 6 years
 Hours: 7:30 am to 5:45 pm

Something Special Children's Centre –

10 Chapman Street

Telephone: 613-544-8367
 Age: Birth to 12 years
 Hours: 6:30 am to 5:45 pm

Located downtown.

Northern Frontenac Community Services**The Child Centre – Sharbot Lake**

Telephone: 613-279-3366
 Age: Birth to 12 years
 Hours: 7:00 am to 6:00 pm

West End Children's Centre –

5 Miles Avenue

Telephone: 613-546-2911
 Age: 18 months to 7 years
 Hours: 7:30 am – 5:30 pm

Home Childcare Programs**Limestone Advisory for Child Care Programs – Kid's Care Network**

Telephone: 613-384-2011
 Age: Birth to 12 years

Supervised licenced homes, Evenings and
 weekends provided based on availability.

Wee Watch Private Home Day Care

Admin. Office :241 Alexander Rd.
 RR # 7, Brighton, ON

Telephone: 613-634-3785
 Age: Birth to 12 years

Supervised licenced homes, Flexible hours
 provided.

Nursery Schools**Allen Detweiler Nursery School –**

10 Union Street

Telephone: 613-549-8427
 Age: 18 months to 5 years
 Regular Hours: 9:00 am to 11:30 am
 Extended Hours: 8:30 am to 12:30 pm
 (required to bring lunch)

Building Blocks Nursery School –

130 Lakeview Ave.

Telephone: 613-389-8733
 Age: 2 years to 5 years
 Hours: 9:30 am to 12:00 pm
 Early Care Program 9:00 am to 9:30 am

Complex Co-op Nursery School –
 47 Van Order Dr.
 Telephone: 613-546-4483
 Toddler Program: 18 months to 2.5 years
 8:30 am to 12:30 pm – Tues. & Thurs.
 Preschool Program: 2.5 years to 5 years
 8:30 am to 12:30 pm – Mon. Wed. Fri.

Harrowsmith Preschool –
 3876 Harrowsmith Road
 Telephone: 613-766-2835
 Age: 2.5 years to 5 years
 Hours: Toddler Program 9:15 – 11:45 am
 Monday & Wednesday
 Preschool Program 9:15 am to 12:15 pm
 Tuesday & Thursday

Helen Tuft’s Nursery School –
 211 Johnson Street
 Telephone: 613-546-9576
 Age: 2 years to 5 years
 Hours: 9:00 am to 1:00 pm

Limestone Advisory for Child Care Programs
Limestone Nursery School – 930 Woodbine Rd
 Telephone: 613-384-5188
 Age: 2.5 years to 5 years
 Hours: Morning program Tues. and Thur.

YMCA—YMCA Nursery School –
 100 Wright Crescent
 Telephone: 613-546-2647 ext 234
 Age: 2.5 years to 5 years
 Hours: 9:30 am to 12:00 pm
 Monday to Friday

Recreation Programs

Community and Family Services Childcare Programs may provide fee subsidies for residents of the City of Kingston and County of Frontenac to access Recreation Programs that are accredited by the Ontario Camping Association or participating in the High Five accreditation process. Fee Subsidies for Recreation Programs are available to parents that are employed or attending school/retraining. Subsidies are offered during the following school holidays (Christmas, March Break, and Summer).

YMCA – Kingston Family YMCA –
 100 Wright Cres.
 Telephone: 613-546-2647

City of Kingston Recreation Services
Artillery Park Aquatic Centre –
 76 Ordnance St.
 Telephone: 613-546-7998 ext 1890

Before and After School Programs

Frontenac County Childcare – 153 Van Order Drive
Before and After School Program

Telephone: 613-547-0734
 Children Junior Kindergarten to 12 years of age.

Located in the following Limestone District School Board Schools:

Cataraqui Woods Elementary School	613-384-1879	Lancaster Drive Public School	613-634-1318
Centennial Public School	613-544-6040	Loughborough Public School	613-376-3392
Elginburg Public School	613-531-8651	R.G. Sinclair Public School	613-389-1174
Glenburnie Public School	613-531-0178	Rideau Public School	613-542-6333
J.R. Henderson Public School	613-389-5005	Welborne Avenue Public School	613-384-0842

Note: Some programs include PA days, school breaks and summer programs. Contact the FCCC-Program Administrator at 613-547-0734 for more information.

YMCA - Kingston Family YMCA Before & After School Program

Telephone: 613-546-2647

Children Junior Kindergarten to 12 years of age.

Located in the following schools/locations:

Archbishop O'Sullivan
Bayridge Public School
J.E. Horton Public School
Lord Strathcona Public School
Polson Park Public School

Sir Winston Churchill Public School
St. Marguerite Bourgeois Public School
Sydenham Public School
Truedell Public School
Kingston Family YMCA Day Care*

Bussing is available from the YMCA to St. Thomas Moore, St. Joseph's/St. Mary's and Ecole Cathédrale

Before and After School Programs

Boys & Girls club of Kingston & Area

- **After School Connection –**

559 Bagot St.

Telephone: 613-542-3306 ext 59

Ages: JK to 12 years

- **Sydenham Public School**

- After School Connection –**

5 Clergy Street

Telephone: 613-542-3306 ext 59

Ages: JK & SK only

La Garderie Educative de Kingston

- Service de Garde Polson Park –**

165 Robert Wallace Dr.

Telephone: 613-549-7109

Hours: 7:30 am to 5:30 pm

Located in Ecole Polson Park School.

- Service de Garde Lundy's Lane –**

57 Lundy's Lane

Telephone: 613-549-7109

Hours: 7:00 am to 5:30 pm

Located in Ecole Lundy's Lane School

Little Bits School Age Program –

370 Kingston Mills Road

Telephone: 613-547-0020

Hours: 7:00 am to 6:00 pm

The following daycare programs offer before and after school care at their location. Please refer to Day Care Programs section for program information

Bayridge Drive Child Care Centre

Circle of Friends

Collins Bay Child Care Centre

Henderson Child Care Centre

Kid's Care Network

Kid's Place

La Garderie Croque Soleil

La Garderie Educative de Kingston

Oakwood Pre-School Centre

Old MacDonald's Day Care

Pladec East Day Care Centre

Programs After Learning (PAL)

Something Special Children's Centre

St. Martha Child Care Centre

Sunshine Playhouse

The Child Centre Day Care

Wee Watch Private Home

West End Children's Centre

Resources for Children with Special Needs

Special needs resources are available at no extra cost to parents through:

Community Living Kingston

Provides consultative support to licenced childcare facilities, to enhance the integration of special needs children with their peers.

1412 Princess Street, Kingston, ON K7M 3E5

Telephone: 613-546-6613

Frontenac Club Daycare Integration Programme

Provides direct support (on site) to enhance the integration of special needs children with their peers.

442 Albert Street, Kingston, ON K7L 3W3

Telephone: 613-542-4018