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## **Inclusion Flowchart**

Space offered to family/child for the regulated Child Care Service (YMCA Registration Package)

- (A) Family identifies what supports are needed; or
- (B) YMCA does assessment of needs.

Written family consent provided to the Child Care Service provider

<u>Child Care Inclusion Consent</u> to Obtain/Release Information Licensee/Administrator (YMCA) to fill out the <u>Child Care Inclusion</u>
<u>Application</u>

Family consent form and Inclusion application sent to the Department of Education by the Regulated Child Care Service provider (YMCA).

- (A) Inclusion Consultant arranges a meeting and may request for the child to be at the Child Care Service for the visit. At times this is pending proof of documentation of existing supports; or
- (B) If child is already enrolled, Inclusion Consultant arranges a meeting with the Regulated Child Care Service provider (YMCA).

Inclusion Consultant makes supports recommendations (i.e., staff, funding, equipment, etc.) and requests for approval to the Department of Education Inclusion Manager

The Regulated Child Care Service provider (YMCA) begins staff recruitment when documentation of supports are provided.

Child care space may be charged the daily fee.

Department of Education Staff: Inclusion Consultant, Program, Consultant, Social Worker, and Regional Manager

- (A) Regulated Child Care Service provider develops a schedule for when the child can begin the program. YMCA begins recruitment for Inclusion Support Staff; or
- (B) Approval (yes/no) given for support from the Department of Education to the Regulated Child Care Service provider (YMCA). YMCA develops a plan for the child to begin program.