

CHILDCARE QUALITY REQUIREMENTS



BES(t) 4 KIDS

All children's centres and registered host parents must have an operating licence to provide care. In order to obtain and maintain this licence, a childcare provider should meet several quality requirements. The requirements are listed below. Sometimes the requirements for host parents differ somewhat from those for a children's centre. In that case the title will be marked with an *.



Responsible childcare

A children's centre and host parent care offer 'responsible childcare'. This means that you:

- Offer children emotional security in a safe and healthy environment
- Stimulate children's personal and social competencies
- Promote children's socialisation by transmitting generally accepted values and norms
- Will always take account of the development phase which children are in

For more info please refer to Articles 10 and 11 of the ordinance.



Pedagogical policy plan*

Each children's centre has a pedagogical policy plan. This policy plan describes how you:

- Interpret and perform 'responsible childcare services' (see Article 11)
- Monitor and stimulate the child's development
- Aim for a continuous line of development
- Interpret and create social safety for children and staff
- Prevent development and learning disadvantages and apply preschool education
- Deal with children with a special need for care
- Organise the activity program and daily routine
- Allocate tasks to professionals in training, trainees and volunteers

A host parent only needs to record how to provide 'responsible childcare' (as described in Article 11).

For more info please refer to Articles 12 and 13 of the ordinance.



Trained staff*

In order to offer responsible and good-quality childcare, professionals must be properly trained:

- Professionals and host parents have followed or are following or are willing to follow a pedagogical training course at least at MBO 2 or CVQ 2 (Caribbean Vocational Qualification) level.
- At every children's centre and at every host parent care there must always be an adult present who is qualified to provide first aid to children.
- Additionally, a children's centre must have at least one professional who has completed MBO 3 or CVQ 3 level training aimed at identifying development and learning disadvantages. This person must be present at least three days a week.

For more info please refer to Articles 14 and 15 of the ordinance.



Certificate of conduct

All adults working at a children's centre or host parent care must submit a certificate of conduct (Verklaring Omtrent Gedrag, VOG). This applies to both professionals and volunteers. At the moment of submission, the certificates should not be older than three months and they must be updated every two years.

For more info please refer to Article 16 of the ordinance.



Healthy food

A children's centre or host parent care will provide healthy food. They can use the guidelines of the National Institute for Public Health and the Environment (Rijksinstituut voor Volksgezondheid en Milieu, RIVM) or of the dietary centre for this purpose. In addition, you must participate in the healthy food island initiatives

For more info please refer to Article 20 of the ordinance.



Step-by-step plan domestic violence and child abuse*

All children's centres must have a step-by-step plan on domestic violence and child abuse. This plan describes which steps the staff should take in response to signals of domestic violence or child abuse. It concerns the following steps:

- Record signals and concerns as factual as possible
- Ask a colleague and/or the notification coordinator for advice
- Talk to the parents and, if possible, the child
- Assess the nature and seriousness of the domestic violence or child abuse
- Decide: organise assistance and/or report it to the reports coordinator

A children's centre may add the following elements to these steps:

- An assessment framework on the basis of which employees assess the risk, nature and seriousness
- The allocation of (final) responsibilities to staff
- Specific attention for special types of violence
- The way personnel handles confidential data

A host parent uses the step-by-step plan if he or she notices signs of domestic violence or child abuse.

For more info please refer to Article 17 of the ordinance.



Sufficient space*

The indoor and outdoor areas of a children's centre or host parent care must be safe, accessible and appropriate to the age of the children and the size of the group:

- All master groups in a children's centre have their own permanent area (a maximum of two different master group areas per week)
- The indoor play area is large enough and has proper ventilation (in a children's centre this is at least 3m² per child)
- There must be a shaded outdoor play area which can be reached safely (in a children's centre this is at least 3m² per child)
- There must be a separate sleeping area with proper ventilation for children up to 18 months

For more info please refer to Article 21 of the ordinance.



Stable care and number of professionals*

Children will be cared for, for a maximum of 11 hours per day in one master group, with:

- A maximum size appropriate to the children's ages
- A minimum number of professionals per master group
- As much as possible permanent professionals

The number of professionals is matched to the age and the number of children in a master group. The younger the children, the more professionals are required. The maximum size of the groups and the minimum number of professionals are laid down in the ordinance, annex 1. Professionals in training are only taken into account if they are at an advanced stage in their training. Trainees can only be deployed as 'extra staff'.

For host parents the group maximum is six children, with no more than three children at the age of 0 to 18 months. This includes their own children and children of relatives.

For more info please refer to Articles 18 and 19 of the ordinance.



Safety and health policy*

All children's centres and host parents have their own safety and health policy. For a children's centre it describes how you:

- Ensure that the policy is an ongoing process
- Describe the main risks entailing major consequences for the safety and health of children
- Take measures to reduce risks entailing major consequences
- Take measures to reduce transgressive behaviour risks (the Four Eyes principle)
- Respond when risks entailing major consequences occur
- Describe and limit exposure to transgressive behaviour risks
- Teach children to deal with risks entailing minor consequences
- Handle furnishing, fire safety, hygiene and safety
- Provide transparency in the policy to personnel and parents

The host parent has a less extensive policy but the safety and health policy which they pursue should be recorded.

For more info please refer to Articles 22 and 23 of the ordinance.

Continue on the back >



Parent committee*

Parent involvement is important for the development of children and the development of the quality of childcare. Therefore a children's centre with more than 50 children must have a parent committee. The regulations include at least:

- **The number of members in the parent committee**
- **How the members are elected**
- **The term of office of the members**

The topics on which the parent committee must be consulted are for instance: the pedagogical policy, food, safety, health, opening hours, the complaints procedure and (changes in) the rates of the children's centre. The children's centre may only deviate from the parent committee's advice if it can provide a reasoned explanation.

If the children's centre has made efforts but was unable to form a parent committee, an alternative form of parental participation will suffice. Smaller children's centres and host parents only need to ensure a modified form of parental participation.

For more info please refer to Articles 24 to 26 of the ordinance



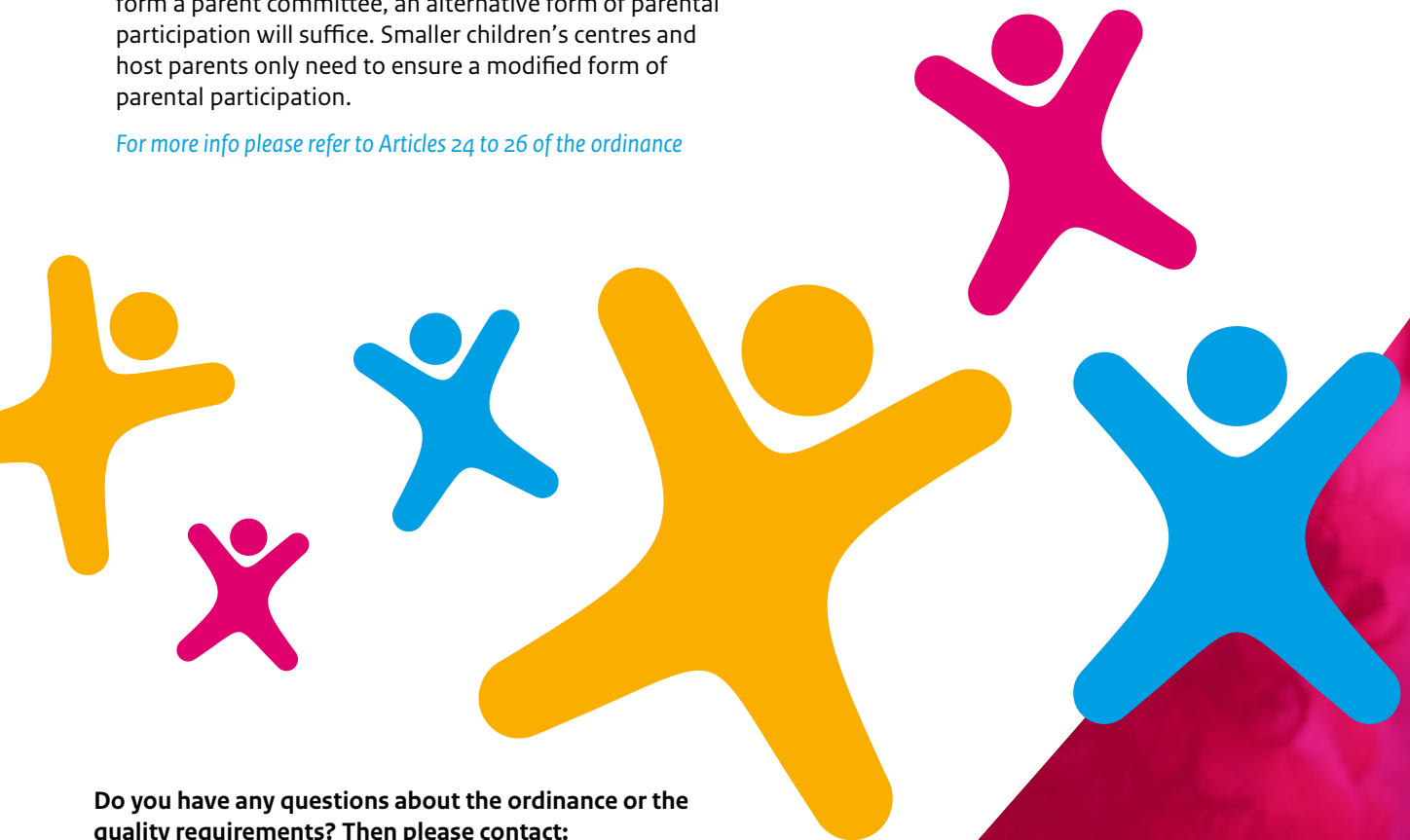
Complaints procedure*

All children's centres must have an independent complaints committee. The complaints committee handles complaints about behaviour towards a parent or a child and complaints about the contract between the children's centre and a parent. A complaints procedure must be recorded in writing and must be communicated to the parents. The complaints procedure describes how the complaints committee:

- **Receives, investigates and assesses a complaint**
- **Makes a decision on the complaint**
- **Ensures that measures are implemented**
- **Informes the person making a complaint**

A host parent is not required to have a complaints procedure.

For more info please refer to Article 27 of the ordinance



Do you have any questions about the ordinance or the quality requirements? Then please contact:

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