

EARLY CHILDHOOD DEVELOPMENT - ECD



- **Early Childhood Development facilities** are facilities where early childhood development services are provided by a person, other than the child's parent or caregiver, on a regular basis up until school going age.
- **Early Childhood Development services** are services intended to promote early childhood development and is provided by a person other than their parent or caregiver on a regular basis to children up to school going age. These services should demonstrate a holistic consideration of the child's health, nutrition, stimulation, and psychosocial needs, amongst others.
- **Early Childhood Development programmes** are structured within early childhood development services to provide learning and support appropriate to the child's developmental age and stage.

HOW ECD PARTIAL CARE FACILITIES ARE LINKED TO THE DEPARTMENT OF SOCIAL DEVELOPMENT:

The DSD acknowledges that families and communities must be the starting point of early childhood interventions. Therefore, in providing ECD partial care services and programmes to young children and after school care programmes to children from Grade R onwards, the intention is to prepare children for lifelong learning and the challenges of the formal school system and equip them with valuable life skills and knowledge; making them less vulnerable to abuse and exploitation.

Early Childhood Development partial care services includes early childhood development and after school services. ECD partial care facilities and programmes must be registered with the Department of Social Development. When you register your ECD partial care facility and programme, the DSD will provide support.

PARENTS, LISTEN UP:

USE A REGISTERED EARLY CHILDHOOD DEVELOPMENT (ECD) PARTIAL CARE FACILITY



When you send your child to an ECD partial care facility, make sure that it is properly registered and that a valid registration certificate is displayed.

A registered ECD partial care facility must offer your child structured learning opportunities, and a chance to develop social skills in a safe space.

Spend time with your children because development also takes place at home. Read to them, tell them stories, or talk to them about what they've learned at your ECD partial care facility during the day.



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PARENTS, LISTEN UP:

WHY SEND MY CHILD TO A REGISTERED FACILITY?

- **A Safe and secure environment:** A registered Early Childhood Development partial care facility should be in a safe, clean and well looked-after building, with constant adult supervision.
- **A Structured Learning programme:** Early Childhood Development partial care facilities must have structured and developmental stage appropriate programmes for different age groups. These must encourage development through self-discovery, communication and sensory skills, along with promotion of self-control and independence.
- **Qualified Early Childhood Development facility practitioners:** It is ideal to have properly qualified Early Childhood Development partial care facility practitioners or principals at your child's Early Childhood Development facility.
- **Nutrition:** Registered, Early Childhood Development partial care facilities must provide healthy meals appropriate for the different stages of development.
- **Play:** All children must have access to creative play at their Early Childhood Development partial care facility as they learn through play.

What does it mean when my child's ECD partial care facility is registered with the Department?

It means that my child's ECD partial care facility meets the minimum requirements as set out by the Children's Act and other requirements of DSD. It also means that the Department has approved the structured learning programme.

How do I know if my child's facility is registered?

A registered ECD partial care facility will have a valid registration certificate on display for you to see.

What if my child's ECD partial care facility is not registered?

If your child's ECD partial care facility is not registered, you can contact the DSD Head Office via email on Dsd.Ecd@westerncape.gov.za. To obtain a list of registered ECD partial care facilities go to www.westerncape.gov.za/ecd.

If the ECD partial care facility is not funded by government, does it still need to be registered with the Department?

Yes, in terms of the Children's Act, all Early Child Development partial care facilities must be registered with the Department of Social Development.

What do these services cost?

All DSD ECD services are free of charge. There are no fees related to the Departmental process in registering your ECD or learning programme.

PARENTS, DID YOU KNOW?

AT AN ECD PARTIAL CARE FACILITY, YOUR CHILD MUST HAVE ACCESS TO:

- **Enough space and ventilation:** the Early Childhood Development partial care facility must have enough ventilation and light.
- **Safe drinking water:** safe and clean drinking water must always be available.
- **Clean and adequate toilet facilities:** toddlers must have access to potties, toilets and washbasins and children over the age of 3 years must be able to reach the washbasins and toilets. Every child under 3 years must have his or her own potty. There must be adult supervision at all times when children use the toilet.
- **Food prepared in a hygienic area:** the food preparation area must be separate, clean and safe for food preparation.
- **Measures for the separation of children of different age groups:** where possible children must be separated into age groups i.e. 18 months and younger; 18 to 36 months; 3 and 4 years; 5 to 6 years. Children of school-going age must be kept separate from the other children.
- **Emergency action plan:** reasonable precautions to protect children from fire, accidents and other hazards must be taken. Emergency procedures with relevant contact details must be visibly displayed. Children must be made aware of emergency procedures.
- **Policies and procedures regarding health care at the ECD partial care facility:** these processes involve dealing with the medical needs of sick children and children with chronic illnesses.



ECD PARTIAL CARE FACILITY PRINCIPALS AND OWNERS, LISTEN UP:

WHY SHOULD YOU REGISTER YOUR FACILITY?

- The Children's Act requires that all Early Childhood Development partial care facilities be registered with the Department of Social Development.
- It ensures that the children attending your ECD partial care facility are receiving the required level of care and stimulation.
- It prepares the children attending your ECD partial care facility for school readiness and contributes to lifelong learning.



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ECD PARTIAL CARE FACILITY PRACTITIONERS, LISTEN UP:

HOW TO REGISTER YOUR FACILITY:

- **Meet with the relevant Service Organisation.**
 - Before you establish an ECD partial care facility, you must meet with the relevant Service Organisation that serves the area where you want to register your ECD partial care facility.
- **The Service Organisation will provide you with:**
 - a form 11 application form,
 - the required form to check for clearance against the National Child Protection Register,
 - DSD registration requirements,
 - Minimum norms and standards and other approvals that will be required and
 - Information on municipal requirements.
- **The service organisation will conduct an on site assessment to determine:**
 - If the physical condition of the centre is satisfactory.
 - If administrative and financial systems are satisfactory.
 - If the services and programmes for the children are satisfactory and
 - If norms and standards are complied with.
- Once all the requirements are met, the relevant Service Organisation will forward all the documents (portfolio of evidence) to the DSD Head Office for further assessment and approval.
- This certificate may be valid for up to 5 years, thereafter the same process will be followed for the Renewal of Registration of the facility.

You have to re-register

- When you move to another building or site.
- When you make changes to the structure to accommodate more children.

Contact your DSD regional office to find the service organisation closest to you.

ECD PARTIAL CARE FACILITY PRACTITIONERS, LISTEN UP:

WHY SHOULD YOU REGISTER YOUR AFTER SCHOOL CARE SERVICES?

- The Children's Act requires that your after school partial care services be registered with the Department of Social Development.
- It ensures that the children attending your after school partial care services are receiving the required care, protection and support.



ECD PARTIAL CARE FACILITY PRACTITIONERS, LISTEN UP:

PARTIAL CARE FACILITIES PROVIDING AFTER SCHOOL CARE SERVICES

What does my registration process entail?

- **Meet with the relevant Service Organisation.**

Before you establish an After School Care Service, you must meet with the relevant Service Organisation in your area where the following will be discussed:

- a form 11 application form,
 - the required form to check for clearance against the National Child Protection Register,
 - DSD registration requirements,
 - Minimum norms and standards and other approvals that will be required and
 - Information on municipal requirements.
- **The service organisation will conduct an on site assessment to determine:**
 - If the physical condition of the centre is satisfactory.
 - If administrative and financial systems are satisfactory.
 - If the services and programmes for the children are satisfactory.
 - If norms and standards are complied with.
 - Once all the requirements are met, the relevant Service Organisation will forward all the documents (portfolio of evidence) to the DSD Head Office for further assessment and approval.
 - This certificate may be valid for up to 5 years, thereafter the same process will be followed for the Renewal of Registration of the facility.

You have to re-register

- When you move to another building or site.
- When you make changes to the structure to accommodate more children.

Are there any costs involved in registering my facility with DSD?

All DSD ECD services are free of charge. There are no fees related to the Departmental process in registering your ECD or learning programme.

Contact your DSD regional office to find the service organisation closest to you.



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ECD PARTIAL CARE FACILITY PRACTITIONERS, LISTEN UP:

- After School Care offers a safe and protective environment and focus on holistic development of children over four pillars: Academic support; Lifeskills development; Sports and recreation & Arts and culture.
- After School Care provides the spaces children need to engage in positive developmental activities. The Department through its funding of after school partial care facilities strives to create a safe and enabling environment.
- After school care services are provided where more than 6 children are cared for, for part of a day with the consent of the parent or guardian with or without reward. After school care programmes are operated for 3-4 hours; five days per week as well as over school holidays.
- The Departmental role is threefold:
 1. Registration
 2. Funding/Subsidisation
 3. Monitoring and Evaluation





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ENQUIRIES:

0800 220 250

Dsd.Ecd@westerncape.gov.za
www.westerncape.gov.za/ecd

WEST COAST
Tel: 022 713 2272

Matzikama (Vredendal)
Cedarberg (Clanwilliam)
Bergriver (Piketberg)
Saldanha (Vredenburg)

METRO NORTH
Tel: 021 483 7689

Bellville (Bellville)
Delft (Delft)
Elsiesrivier (Elsiesrivier /Goodwood)
Atlantis (Atlantis)
Milnerton (Milnerton)
Cape Town (Cape Town)
Langa (Langa)

CAPE WINELANDS
Tel: 023 348 5300

Witzenberg (Ceres)
Drakenstein (Paarl)
Stellenbosch (Stellenbosch)
Breede Valley (Worcester)
Breede River Winelands (Robertson)
Theewaterskloof (Caledon)
Overstrand (Hermanus)
Cape Agulhas (Bredasdorp)
Swellendam (Swellendam)

METRO EAST
Tel: 021 812 0922 /
021 812 0930

Kraaifontein
Eerste River
Somerset West
Khayelitsha 1
Khayelitsha 2
Khayelitsha 3

EDEN KAROO
Tel: 044 8141687

Kannaland (Ladismith/Calitzdorp)
Hessequa (Riversdal)
Mossel Bay (Mossel Baai)
George (George)
Oudtshoorn (Oudtshoorn)
Bitou (Plettenbergbaai)
Knysna(Knysna)
Laingsburg (Laingsburg)
Prince Albert (Prins Albert)
Beaufort West (Beaufort West)

METRO SOUTH
Tel: 021 763 6200

Athlone
Gugulethu
Phillippi
Mitchell's Plain 1
Mitchell's Plain 2
Wynberg
Retreat
Fishhoek

Any complaints and feedback about our service, please report these to SD.CustomerCare@westerncape.gov.za



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