

Section 1 Contact information for the person offering childcare services

First name and surname of the person offering childcare services: _____
Surname First name

Address and telephone number: _____
Civic address, municipality Telephone number

Place at which childcare services are provided, if different: _____
Civic address, municipality

The above person offers home childcare services and:

- does not have recognition or a permit granted or issued by the Ministère de la Famille (Ministère) or by a home childcare coordinating office
- is subject only to the conditions listed in section 2 under the Educational Childcare Act
- is not subject to monitoring by a home childcare coordinating office
- does not undergo service quality assessments by the Ministère
- has not been and will not be inspected by the Ministère, other than as a result of a complaint relating to the requirements of section 2

Section 2 Conditions for the provision of childcare services without recognition or a permit

- Be a natural person acting on his or her own account.
- Provide, in return for a parental contribution, childcare in a private residence where such childcare is not already being provided.
- Receive no more than six children, of whom no more than two are under 18 months of age. When they are present, the person's own children and those who normally live with him or her must be counted in the number of children received, if they are under nine years of age.
- Hold, for himself or herself and for every person of full age living in the residence, an attestation establishing that no impediment exists, issued by a police force in Québec or by the Ministère. A new attestation must be obtained in the following situations:
 - the last attestation dates back three years
 - the information it contains has changed
 - the Ministère requires it, on being aware of a change to the information it contains
- Hold a certificate no older than three years, attesting successful completion of an early childhood first-aid course at least eight hours in length including a component on the management of severe allergic reactions. The person may also hold a certificate no older than three years, attesting successful completion of refresher course at least six hours in length designed to update the knowledge acquired during the original eight-hour course.
- Be covered by a civil liability insurance policy of at least \$1,000,000 per claim with coverage extending to the childcare activities.
- Refrain from applying degrading or abusive measures to a child in childcare, refrain from using exaggerated punishment, denigration or threats, and refrain from employing abusive or disparaging language that could humiliate or frighten a child or undermine the child's dignity or self-esteem. A person convicted of such an offence cannot, for two years, provide childcare services.
- Provide each parent using the childcare services with a copy of the following documents :
 - the attestation(s) establishing that no impediment exists
 - the certificate attesting to successful completion of a first-aid course
 - proof of civil liability insurance
 - this notice

Section 3 Attestation and signature of the person providing childcare services

I attest that I offer non-recognized childcare services in a family setting, and that I meet the conditions listed in Section 2.

Signature of the person offering non-recognized childcare services: _____
Signature

Section 4 Contact information for the parent and child

Parent's surname and first name: _____
Surname First name

Parent's address and telephone number: _____
Civic address, municipality Telephone number

Child's surname, first name and date of birth: _____
Surname First name Date of birth

Child's address, if different from parent's address: _____
Civic address, municipality

Section 5 Parent's attestation and signature

I attest that I have read the information contained in this notice and am aware of the requirements incumbent upon the non-recognized person offering childcare services in a family setting. In signing this form, I also acknowledge that I have received an updated copy of the following documents:

- the attestation establishing that no impediment exists for the person offering the childcare services and for all persons of full age living in the residence where the services are provided
- the certificate attesting that the person has successfully completed a first-aid course
- proof of civil liability insurance

I understand that the person offering the childcare services must provide me with a copy of these documents when they are updated.

Parent's signature: _____
Signature

For any question concerning the requirements listed in Section 2 or to file a complaint, please contact the Ministère's Information Service by telephone at 1 855 336-8568 (toll-free) or consult the Ministère's website

A signed copy of this notice must be handed to the parent. The original is kept at the residence in which the childcare services are provided, for as long as the child is received there.