

**CHILD CARE BOARD (PRIVATE CHILD CARE CENTRES)  
REGULATIONS, 1986**

*Arrangement of Regulations*

1. Citation
2. Definition
3. Registration of private child care centres
4. Annual certificates
5. Records
6. Admission requirements of children in private child care centres
7. Inspection of centres
8. Annual financial statement
9. Private residential child care centres
10. Admission of children in private residential child care centres



**S.I. 1986 No. 69**

Child Care Board

CAP. 381

**CHILD CARE BOARD (PRIVATE CHILD CARE CENTRES)  
REGULATIONS, 1986**

**Authority :** These regulations were made on 9th April, 1986 by the Board with the approval of the Minister under section 20 of the *Child Care Board Act*.

**Commencement:** 5th May, 1986.

**Citation**

1. These Regulations may be cited as the *Child Care Board (Private Child Care Centres) Regulations, 1986*.

**Definition**

2. In these regulations

“medical practitioner” has the meaning assigned to it by section 2 of the *Medical Registration Act*;

“private residential child care centre” means a children’s home, group home or hostel registered as a private child care centre under section 13 of the Act.

**Registration of private child care centres**

3.(1) The proprietor of a child care centre that is desirous of registering the centre as a private child care centre under section 13 of the Act must first satisfy the Board of the centre’s compliance with the requirements for registration specified in paragraph 2.

(2) The requirements for registration of a private child care centre referred to under paragraph (1) are as follows:

- (a) the private child care centre must be adequately staffed taking into account the number and ages of the children that are to be accommodated at the centre;
- (b) the premises in which the children of the private child care centre are to be accommodated must be fit to be used as a child care centre and must conform to the requirements of the *Health Services Act*, Cap. 44, the *Health Services (Building) Regulations, 1969* (S.I. 1969 No. 233), the *Health Services (Food Hygiene) Regulations, 1969* (S.I. 1969 No. 232) and any other *Health Services Regulations* pertaining to the operation of such an institution;
- (c) the staff of the private child care centre must have appropriate training or experience that would in the opinion of the Board,
  - (i) provide good physical care of each child at the centre,
  - (ii) maintain responsible supervision of each child at the centre,
  - (iii) promote the total development of each child at the centre; and
- (d) the staff must be fit and proper persons to take care of the children placed at the private child care centre, having no personal habits which would have a detrimental influence on the children at the centre.

#### **Annual certificates**

**4.** The proprietor of a private child care centre shall, on the 31st of January each year, produce to the Board, in respect of each member of its staff

- (a) a medical certificate certifying that the member has had a medical examination that includes a blood test; and
- (b) a food handling certificate in accordance with the *Health Services (Food Hygiene) Regulations, 1969* (S.I. 1969 No. 232) .

**Records**

5. The Officer-in-Charge of a private child care centre shall compile the following records:

- (a) a daily register of attendance;
- (b) a record of the name, address and place of work and telephone number of the parents of each child attending the centre;
- (c) a record of the meals served daily at the centre;
- (d) a record of the fees charged in respect of each child received at the centre.

**Admission requirements of children in private child care centres**

6. No child shall be admitted to a private child care centre unless the child has been examined by a medical practitioner and has been issued with a medical certificate from the practitioner attesting to the suitability of that child in respect of his health, for admission to the centre.

**Inspection of centres**

7. A Child Care Officer or any other person authorised by the Board may, at any reasonable time, enter any private child care centre for the purpose of

- (a) interviewing members of staff or children of the centre; and
- (b) inspecting the books and records of the centre.

**Annual financial statement**

8. The proprietor of a private child care centre that receives financial assistance from the Board shall submit to the Board an annual financial statement not later than the 30th June of each year.

**Private residential child care centres**

**9.(1)** Notwithstanding regulation 3, the Board may require the proprietor of a private residential child care centre who is desirous of registering under section 13 of the Act to have established a Management Committee to administer the centre.

(2) The membership of the Management Committee referred to under paragraph (1) shall include at least 1 person trained in or with a reasonable number of years experience in child care.

(3) The Management Committee referred to under paragraph (1) shall, in respect of a private residential child care centre,

- (a) determine the policy of the centre;
- (b) appoint a person to be in charge of the centre;
- (c) be responsible for the administration of the centre ensuring that it is administered in such a manner and on such principles as are calculated to secure the well-being of the children at the centre;
- (d) ensure that the children in the centre receive adequate medical and dental care while at the centre; and
- (e) ensure that the number of staff employed by the Committee is adequate to provide for the supervision of the children resident in the centre.

**Admission of children in private residential child care centres**

**10.** No child shall be admitted to a private residential child care centre unless

- (a) the Management Committee referred to under regulation 9, enters into a written agreement with the parent of the child respecting the daily care and control of the child; and

- 
- (b) a parent of a child who is about to be admitted into a private residential child care centre is issued with a copy of the existing rules governing the daily care and control of the child.