



## **MULTI-SITE FAMILY CHILD CARE PROVIDER POLICY**

1. One program Director must facilitate the operations of the program as a whole.
2. The sites must be within “walking-distance” to one another so that the Director is able to access each site daily and at a moment's notice.  
*(These requirements are further outlined below.)*

So long as the program has a policy and procedure in place allowing the director to maintain the entire program's operations, handle extraordinary and common circumstances and issues across sites, and so long as the policy does not interfere with the supervision, education and well-being of the children in care, then the policy is acceptable. This policy could have procedures in place such as; enlisting the assistance of another teacher in caring for the director's classroom during a situation that required the director's personal attention; allowing qualified teachers at other sites to assist parents or outside entities with issues or questions; ensuring that all teachers in the separate facilities are able to access the director at a moment's notice for questions or assistance through other means of communication besides in person; etc.