



Children's Services
Social & Community Services Department
Halton Region
690 Dorval Drive 5th Floor
Oakville ON L6K 3X9

October 4, 2022

RE: Memo #8 – Enrollment in the Canada Wide Early Learning and Child Care System (CWELCC) and Next CWELCC Webinar

Dear Operator,

Thank you to all licensed child care operators that have opted into the CWELCC System. As a reminder, operators are required to opt in to the CWELCC System by November 1, 2022.

Halton Region requires certain information in order to process CWELCC opt-in applications and execute service agreements. The Region will provide operators with a CWELCC service agreement for signature once the following milestones have been met:

- The Region has sent a confirmation of eligibility letter to the operator;
- The operator has submitted their Head Office Form;
- The operator has submitted their CWELCC workbook and the Region has completed its review; and
- The operator has submitted all other information requested in their confirmation of eligibility letter.

It is important that all required information is received for the Region to confirm operator funding allocations. The Ministry of Education requires that funding flow within 20 days from the date the CWELCC service agreement is executed. For that reason, we are pausing all agreements in DocuSign until we have received and reviewed your CWELCC workbook and all other requested information. Our apologies for any confusion this may have caused.

If you have any questions about your organization's status in the opt-in process, please do not hesitate to contact your assigned Program Analyst.

CWELCC Webinar

Halton Region will be hosting a webinar for child care operators on **October 11, 2022 from 1:30 to 3:00pm**. The webinar will provide an overview of the CWELCC enrollment process and an opportunity for operators to ask questions about CWELCC.

The link to register for the webinar is below:

https://halton.zoom.us/webinar/register/WN_RMxEsSSTe64A6eY-60SYq

Operators are encouraged to submit questions for the webinar in advance, no later than **Thursday October 6, 2022** to childcareservices@halton.ca with the subject line "**CWELCC Webinar Questions.**"

Regional Municipality of Halton

HEAD OFFICE: 1151 Bronte Rd, Oakville, ON L6M 3L1
905-825-6000 | Toll free: 1-866-442-5866

Thank you for your continued efforts in working with us to implement the CWELCC System in Halton.

Sincerely,

A handwritten signature in black ink that reads "Sandy Palinski". The signature is written in a cursive, flowing style.

Sandy Palinski
Director, Children's Services

cc: Samantha Jackson, Manager, Systems Planning and Evaluation
Donette Phillips, Manager, Direct Child Care Services
Catherine Wills, Manager, Children's Developmental Services