



Child Care Services Certification
Waiver Application - Employer Declaration

Section A – Child Care Service Information

Child Care Service Name		
Physical Address		
Mailing Address		
City/Town	Province	NL Postal Code
Telephone	Email Address	
Website		
Licence Number	Current Date of Issue YYYY/MM/DD	Expiry Date YYYY/MM/DD

Section B – Declaration

I, _____ Licensee of _____ declare that
(name) (Child Care Service)

I do not have a current employee who is qualified to work as an Administrator or Caregiver with children in the _____ age range. I have advertised for the position and no qualified applicants have applied. Therefore, in order to continue with the operation of _____ and meet
(Child Care Service)

legislative requirements I am requesting a waiver of Child Care Services Certification or work experience for _____ to work as _____ in the above-listed child care service.
(employee) (employee position)

I agree to actively monitor this employee until the required Child Care Services Certification or work experience has been achieved and legislative requirements have been met. I agree to provide the required documentation as requested by the Department of Education. The information provided on this application is true and complete to the best of my knowledge.

Applicant/Licensee/Legal Entity Signature: _____ Date: (YYYY/MM/DD) _____

Name (Please Print): _____

Title of Signatory (if a corporation): _____

Telephone: _____

Section C – Information for Submission

This form may be completed online, signed and submitted (by mail, in person or electronically) to the regional office in your area. Regional office information can be found at:
<https://www.gov.nl.ca/education/departement/contact/#childcare>

The following documentation must be attached:

1. Child Care Services Certification – Employee Certification Agreement
2. Proof of employee registration at AECENL to complete the orientation course (if applicable)
3. Proof of employee registration at an approved post-secondary institution (if applicable)
4. Proof of advertisement for qualified applicant
5. Proof of course completion (if applicable)
6. Current Child Care Services Certification (if applicable)
7. Proof of work experience (if applicable)

PRIVACY NOTICE

The information collected on this form is collected under the authority of the *Child Care Act* and the *Access to Information and Protection of Privacy Act (ATIPPA)* and is used solely for the purposes of administration/operation of regulated child care program and services provided by the Early Learning and Child Development Division. This information is kept confidential and held securely as required by *ATIPPA*. If you have any questions about the collection or use of this information, please contact the Information Management Division of the Department of Education at 709-729-7425.