

Report to Council

Report Title: Brockton Childcare Centre Closure Due to Transition

Prepared By: Anna Fijol, Brockton Child Care Centre Supervisor

Department: Childcare

Date: January 14, 2025

Report Number: BCCC2025-01

File Number: C11BR

Attachments: N/A

Recommendation:

That the Council of the Municipality of Brockton hereby approves Report Number BCCC2025-01 – Brockton Child Care Centre Closure Due to Transition, prepared by Anna Fijol, Brockton Child Care Centre Supervisor and in doing so supports the Friday before Labour Day weekend as a transition day for the Brockton Child Care Centre staff.

Report:

Background:

This report outlines the need for a one-day closure stemming from the operational challenges we have faced during previous years and our commitment to ensuring the best possible environment for both children and staff.

Historically, the after-school program was closed for the last two days of August while childcare services continued to operate. During this critical transition period, teachers have been required to move supplies, furniture, materials, and decorations; set up new classrooms; and prepare an inviting environment for the new school year—all while managing a fully operational childcare with children present.

This has placed a significant strain on staff, limiting their ability to focus on effective planning, organization, and preparation for the new placements and new programs. As a result, the transition has been more challenging than necessary, impacting both staff readiness and the overall quality of the program offered.

As a result, we are proposing a one-day closure yearly on the Friday before Labour Day (August 29, 2025) to allow for transition and staff preparation time to ensure we can offer the best service possible and an effective transition for incoming children.

Analysis:

The proposed closure will serve several critical purposes, including:

Safety During Reorganization: Transitioning classrooms for the new year may involve moving heavy furniture and supplies between spaces as children advance and teachers adjust to new classrooms.

Preparation for New Students: Setting up classrooms to welcome new children requires thoughtful planning to create safe, engaging, and developmentally appropriate learning environments.

Staff Collaboration and Planning: A dedicated day provides our team with the opportunity to schedule a slated portion of time for professional discussions, team-building activities, and long-term planning. This ensures alignment among staff members and fosters a cohesive approach to meeting the needs of the children and families we serve.

Emotional Transition for Staff: As caregivers, saying goodbye to children who have been with us for years is an emotional experience. Having a moment to reflect and reset helps our team prepare emotionally to welcome new families with the same warmth and enthusiasm that defines our care.

Attendance for all staff will be mandatory on this day to ensure its success. This day is vital to the smooth transition and preparation for the new school year, and as such, staff will be expected to be in attendance on this day. This will ensure that all hands are on deck to maximize collaboration, safety, and readiness.

With the growth of our centre this one-day closure is essential to ensure the safety and readiness of our staff and facility and ensure positive customer service and relationship building as we prepare for this transitional period. Upon approval by Council this will be communicated in the near future to ensure preparations by families are made well in advance.

Strategic Action Plan Checklist:

What aspect of the Brockton Strategic Action Plan does the content/recommendations in this report help advance?

- Recommendations help move the Municipality closer to its Vision N/A
- Recommendations contribute to achieving Heritage, Culture, and Community N/A
- Recommendations contribute to achieving Quality of Life N/A
- Recommendations contribute to achieving Land Use Planning and the Natural Environment N/A
- Recommendations contribute to achieving Economic Development N/A
- Recommendations contribute to achieving Municipal Governance N/A

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

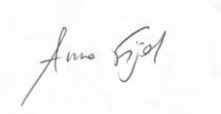
The financial impact of closing the Brockton Childcare Centre to attending children on Friday August 29, 2025, will amount to an estimated total revenue loss of \$ 4,166.

Reviewed By:



Trish Serratore, Chief Financial Officer

Respectfully Submitted by:



Anna Fijol, Brockton Child Care Centre Supervisor

Reviewed By:



Sonya Watson, Chief Administrative Officer