

Child Care Board has the power to "stay" or halt the effect of the decision until the appeal is heard if there are special circumstances. If you wish to make such a request, please send a letter stating your request and the reasons for your request with the Notice of Appeal.

Note: The above is a summary of some of the rules of appeals set out in the Child Care Act. For more detailed information you should refer to the Act itself. Copies are available from the front desk at the main administration building of the Territorial Government, or from the Child Care Services Unit.

For more information contact the Child Care Services Unit at 667-3492.

If you wish further information on the appeal procedure, or wish to file a notice of appeal, contact:

Yukon Child Care Board Chair
c/o Child Care Services Unit
P.O. Box 2703,
Whitehorse, Yukon
Y1A 2C6

ROLE OF THE YUKON CHILD CARE BOARD

To encourage the development and support of child care services that meet the needs of parents and children in the Yukon.

To make recommendations to the Minister of Health and Social Services on any matter pertaining to child care.

To review any policies, program services or administrative procedures of any Yukon government departments pertaining to child care.

To advise on the;

- a) planning;
- b) development;
- c) standards;
- d) co-ordination and evaluation of child care services in the Yukon.

To hear appeals from people denied a licence by the Director of Family and Children's Services to operate a child care service.

To hear appeals concerning licences which have been suspended or revoked, or limited by certain terms and conditions.

To hear appeals from parents who have been denied a child care subsidy.

Yukon
Health and Social Services

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Yukon Child Care Board



APPEALS PROCEDURE



INFORMATION ABOUT APPEALS UNDER THE CHILD CARE ACT

Appeals are heard by an independent board known as the Yukon Child Care Board.

Appeals may be made by:

- A parent or guardian where the government has refused to grant them a subsidy.
- A person holding a child care licence or day home licence where the government has:
 - a) imposed terms or conditions on the licence that are not satisfactory to the licensee;
 - b) ordered the licensee to remedy violations or remove hazards;
 - c) suspended your licence; or
 - d) revoked your licence.

If you wish to appeal, you must notify the Yukon Child Care Board within **21 days of the date you received the decision**. To notify the Board of your appeal simply fill in the "Notice of Appeal" form and mail it in.

Once you request an appeal, the Board will meet with you in person at a hearing held to hear your concerns. You may bring a person to the hearing to assist you if you wish: a friend, an advocate or a lawyer if you have one. Hearings are open to the

public unless the Board decides otherwise. In general, information provided at the hearings is not confidential. However, there is rarely anyone present that is not involved with the appeal.

A representative from the Child Care Services Unit will likely be present to explain the Department of Health and Social Services side of the case to the Board. You will have an opportunity to ask this person any questions about the case that you wish. Also, please be sure to bring with you any

documents that you believe have a bearing on the facts as you understand them.

The Board will give you written reasons for their decision as soon as possible after the hearing of the case.

The decision of the appeal panel is final and binding.

Note: The decision will continue to be in effect until the appeal hearing. However, the Chair of the Yukon

CHILD CARE ACT NOTICE OF APPEAL

Notice to:

Chair, Yukon Child Care Board
c/o P.O. Box 2703
Whitehorse, Yukon
Y1A 2C6

Notice from:

Name _____
Address _____
Phone _____

You can mail this form to the Yukon Child Care Board at the above address, or deliver it to the Child Care Services Unit. They will forward it immediately to the Board.

I wish to appeal a decision made by of the Child Care Services Unit, which I received on _____.

The decision was that:

My reasons for appealing this decision are:

Date: _____ For more information contact the Child Care Services Unit at 667-3002.

