



KEATING OUT-OF-SCHOOL CARE

6843 Central Saanich Road, Victoria V8Z 5V4 (250) 652-5546

kosckids@telus.net

Letter of Support By Parents for an Exemption for Temporarily Placement or Retaining of a Child in a Care Program (TPR)

As Keating Out-of-School Care is licensed under the category of School Age Care on School Grounds, children who have not yet entered Kindergarten require a special exemption through Island Health Authority to attend our summer program.

The exemption must have a written letter of support by the parent of the child stating the reasons they believe their child will benefit from attending KOSC over the summer, as opposed to a childcare facility licensed for preschool age groups. Here are some points that you might find helpful to add to your letter.

- As our facility has multiple rooms divided by age, the youngest children will be placed in their own room groups separate from older children. The leaders working in these rooms all have experience with working with this age group and know the importance of tailoring the daily activities and routine to each child. These groups are given extra downtime as well to ensure they do not get overtired.
- KOSC has found children who attend summer camp prior to Kindergarten in September are much better adjusted to the program, staff, and children. The transition seems to be a lot smoother for them.
- If the child has an older sibling who attends as well, most parents find it beneficial for transition purposes as well as convenience purposes to have both children at the same facility.

The letter of support should be addressed “To whom it may concern” and submitted along with the summer registration package. On the following page is a sample template.

Please feel free to talk to either Rachel or Jenna if you have any questions.

Thank you,

Rachel Yukich

Program Manager

Keating Out-of-School Care





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Example Letter for TPR Application:

Jane Smith

345 Sample St.

Victoria, BC V9M 1H7

April 30, 2024

To Whom This May Concern,

We are requesting that our son, Jack Smith, attend Summer Camp at Keating Out-of-School Care this year.

We feel that our son would greatly benefit from attending the camp at KOSC this year for a few reasons. First, we believe that the program will be a great way to

Secondly....

Thirdly....

Thank you very much.

Jane Smith

Some more pointers:

- Help with transition to full-day kindergarten (especially if you are concerned)
- Previous day-care / camp experiences
- Older siblings / family members attending this summer
- Engaging activities that are age appropriate for young children (see our calendar)
- Any other benefits that you can think of

