



Policy for Assessing Issues That May Affect the Practice of Early Childhood Education

(Approved June 14, 2017)

1.0 Objective

This policy describes how the College will assess information received during the application process about an applicant's past or present conduct which raises potential concerns about their ability to practice the profession.

Section 5(1)(2)3 of O. Reg. 221/08: Registration Regulation provides that one of the requirements for registration is that an applicant's past and present conduct must afford reasonable grounds for the belief that the applicant,

- is mentally competent to practice the profession
- will practice the profession with decency, integrity and honesty and in accordance with the law, including, but not limited to, the Act, the regulations and the by-laws, and
- has sufficient knowledge, skill and judgement to practice the profession.

The rationale for considering the past and present conduct of an applicant is to ensure that the College continues to:

- serve and protect the public interest;
- promote and maintain the profession's moral and ethical standards; and
- maintain public confidence in the profession's ability to serve the public's interest over its own.

2.0 Application

This policy applies to all applications for registration with the College.

3.0 Guiding principles

The following principles guide all actions and decisions under this policy, including the consideration of an applicant's past and present conduct.

- Public interest and protection
- Transparency and fairness in process
- Objectivity and impartiality
- Preservation of confidentiality, unless disclosure is required by law
- Timeliness
- Fact-based decision making



4.0 Method of assessment

When an applicant discloses information during the registration process or information comes to the attention of the College which raises questions about the past or present conduct of an applicant, the College will conduct such inquiries as may be necessary.

The College will:

- consider all information disclosed by the applicant and by third parties.
- request additional information, where needed.
- follow-up with the applicant and/or third parties for additional information, where needed.

Examples of the types of evidence that the College may require from third parties are provided in Appendix A.

5.0 Factors to be considered

The following factors will be considered in assessing an applicant's past and present conduct:

- The nature of the conduct and the parties involved:
 - The seriousness of the incident(s);
 - The duration, repetition, concealment and apparent motivation behind the incident(s);
 - The length of time that has elapsed since the incident(s) took place;
 - The relevance of the incident(s) to the practice of early childhood education.
- The disclosure and explanation provided by the applicant:
 - Whether the applicant made the declaration on the application form or the College learned of the issue from another source;
 - Whether there were any extenuating circumstances contributing to the conduct.
- Additional actions taken by the applicant since the incident(s):
 - Any remediation undergone by the applicant and the outcome of the remediation;
 - The applicant's attitude towards the conduct, including any information indicating whether the applicant has accepted responsibility and/or expressed remorse;
 - The presence or lack of evidence of further conduct issues;
 - Any measures put into place by the applicant to prevent similar incidents from arising again.



6.0 Onus on the applicant

When the Registrar does not have reasonable grounds to believe that the applicant meets the requirements for registration, the onus is on the applicant to establish that they have the ability to practice the profession.

Examples of supporting information that applicants may choose to provide to the College are provided in Appendix B.

Appendix A: Examples of types of documentation that may be requested

The following are non-exhaustive examples of the types of issues the College may need to consider with respect to an applicant's past and present conduct and the types of information the College may request.

Type of issue	Documentation requested by College
<ul style="list-style-type: none"> • Criminal charges or findings 	<ul style="list-style-type: none"> • a current criminal background check including vulnerable sector screening • certified copies of court transcripts • certified copies of court orders • evidence of compliance with orders • confirmation of pardons
<ul style="list-style-type: none"> • Prior regulatory findings by an adjudicative body 	<ul style="list-style-type: none"> • copies of any orders and reasons for decision
<ul style="list-style-type: none"> • Ongoing regulatory matters 	<ul style="list-style-type: none"> • the allegations which are the subject of an investigation • copies of any notices of hearing • interim orders
<ul style="list-style-type: none"> • Applications for membership with other regulatory bodies 	<ul style="list-style-type: none"> • a copy of the decision made on the application if the application was refused or terms, conditions or limitations were imposed on the applicant
<ul style="list-style-type: none"> • Offences, revocations or refusals to renew a child care license under the <i>Day Nurseries Act</i> or <i>Child Care and Early Years Act</i> • Removal of a Director's Approval to work in the role of an RECE or supervisor 	<ul style="list-style-type: none"> • documentation from the Ministry of Education with details of the allegations and outcome(s)
<ul style="list-style-type: none"> • Verified allegations of abuse by the Children's Aid Society or equivalent authority in any jurisdiction. 	<ul style="list-style-type: none"> • Serious occurrence report(s) filed with the Ministry of Education (or equivalent authority) about the applicant's conduct and outcome(s) • Letters from the Children's Aid Society (or equivalent authority) about the applicant's conduct and the outcome(s)
<ul style="list-style-type: none"> • Findings of academic misconduct that resulted in disciplinary action by the Dean's office (or any equivalent or higher administrative office) 	<ul style="list-style-type: none"> • A copy of the decision and reasons from the Dean's office (or from any equivalent or higher administrative office)



Appendix B: Examples of types of documentation that the applicant may choose to provide to the College

Types of documentation applicants may choose to provide to the College
<ul style="list-style-type: none">• A written statement describing the nature and circumstances of the of the event(s) or incident(s)
<ul style="list-style-type: none">• Letters of reference from relevant parties who are aware of the matter (e.g., employers, colleagues, or professors)
<ul style="list-style-type: none">• Letters from medical professions engaged in the treatment of the applicant indicating whether the condition the applicant suffers from impacts on their ability to practice the profession.