



WAITING LIST POLICY

Mothercraft Ottawa's Home Child Care and Centre based programs work with the **City of Ottawa Child Care Registry and Waitlist (CCRAW)**.

Families looking to register a child in a Mothercraft Ottawa child care program must register on the CCRAW. Each of Mothercraft Ottawa's child care programs manages its own waiting list. Families can search for us using the following program titles:

Mothercraft Ottawa – Daycare Evered

Mothercraft Ottawa – Part time/Casual

Mothercraft Ottawa – Home Child Care

Canadian Mothercraft of Ottawa Carleton – Elmdale Kindergarten and School Age Program (subsidy only)

Mothercraft Ottawa – Waterbridge Program (for preschool and subsidy)

To register for the Elmdale and Waterbridge Before and After School Program please contact the program office for an application form

elmdale@mothercraft.com or
waterbridge@mothercraft.com

We do have some priorities that we consider when inviting new families to join us. In order of priority:

- * meet the needs of the children currently enrolled;
- * children of Mothercraft Ottawa Staff
- * siblings of children currently enrolled;
- * children of staff at our partner schools;
- * Mothercraft service users

Children registered on CCRAW will be offered a space based in order of application date wherever possible. Other factors the programs must consider for enrolment are the needs of the child, program capacity, and the age of the child.

Families inquiring about their position on the CCRAW can contact the specific Mothercraft program for details. In order to maintain the privacy of the registrants, access to the CCRAW is limited to administrators.