

James Madison University
Academic Affairs - Childminding Service

Academic Affairs developed a framework, approved by the Commonwealth of Virginia Department of Social Services, which allows the College of Education to provide childminding services for JMU instructional faculty with children ages 3-11 years during Fall 2020.

Based on a recent survey of instructional faculty regarding the potential need for childcare during the COVID-19 crisis, the division determined there is sufficient interest to pursue this path. The College of Education has been identified by the Office of the Provost to implement this service. It is important to note that this is NOT an educational program. This particular option is clearly defined by the commonwealth and the university as a “childminding service.” The service will officially begin on Monday, August 17, 2020.

Why do we need this service?

The Academic Affairs Infectious Diseases Response Team (AAIDRT) task force surveyed university faculty in July 2020. Of the approximately 400 responses, 48% indicated that they sometimes/often/very often experienced challenges with work due to child or elder care responsibilities.

What is the service?

As defined by the Commonwealth of Virginia, childminding services may be offered on-site and available for no more than **three hours per day** for any individual child if the parent or guardian (i) can be contacted and can resume responsibility for the child's supervision within 30 minutes and (ii) is receiving or providing services or participating in activities offered by the establishment.

Why isn't this service available to everyone?

By state law, we are only allowed to provide childminding for three hours, per child, per day. As A&P faculty and staff typically work standard eight-hour schedules, this service is not configurable to those needs. If A&P faculty and staff have a need for childminding for three hours per day, they can use this service, subject to availability when they register online at least two weeks in advance.

What are the state regulations related to this type of service?

See [Appendix A](#).

Description of Service

- The service is located on the 7100 floor in Memorial Hall.
- Parents will drop off children at the rear entrance of Memorial Hall which is accessible through the C8 parking lot. Signage will be in place to direct parents/guardian to the appropriate location. See [page 2 for a map](#).
- The age of children allowed to participate is 3-11 years old (3 years and 0 months through 11 years and 11 months). Participants must be toilet-trained. Personnel and set-up are not available for diaper changing..
- Faculty are required to register their child(ren) online at least two weeks in advance to ensure proper supervision and space is allocated at <https://www.jmu.edu/coe/childminding.shtml>.
- Service hours will be 7:30 a.m. to 9:00 p.m., Monday through Friday.
- Parents will be able to choose one or more of the following:
 - Room designated for either a 3-6 year old OR a 7-11 year old.
 - For sibling groups, family pods will be allowed and placed appropriately.
- There will be no more than 10 children in a room, with two adult service workers assigned per room, based on COVID-19 guidelines. Current guidelines allow no more than 12 individuals per room.
- The service will consist of informal interactions between service workers and children, such as games and books. This is not a formal educational program.

- The service is aligned with all of YCP’s COVID-19 guidelines.
Note: This service is not part of the Young Childrens Program (YCP).

Administrative Considerations

- The hourly cost is \$12 for the first child within a family, \$8 for the second child within the family, and \$5 for each additional child within the family.
- The initial website (<https://www.jmu.edu/coe/childminding.shtml>) will provide the registration dates and times, along with the required application paperwork. The official payment site is under development.
- Medication will not be dispensed at the childminding service. Service workers are not permitted to dispense medication.
- Snacks will not be provided due to COVID-19 restrictions. Parents/guardians are allowed to send snacks with their children.
- Parents/guardians are encouraged to send favorite toys or games with their child(ren) that can be taken home and sanitized.

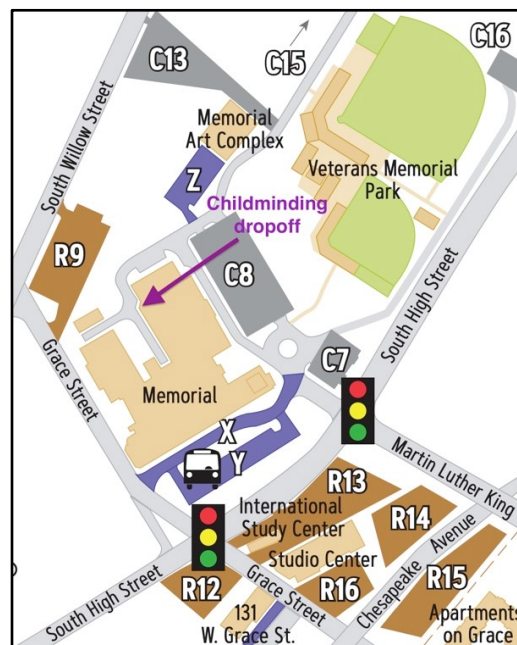
Personnel

- Rabia Lieber (lieberr@jmu.edu), a College of Education Educational Technologist with a background in early childhood education, and experience that includes directing a local daycare center, will supervise the staffing and daily needs of the service. Dr. Amy Thelk (thelkad@jmu.edu), Assistant Dean, will serve as the liaison for the COE Dean’s Office. Dean Mark L’Esperance (lesperme@jmu.edu) is the official designee of the university for oversight of this program.
- Service workers will be selected from a pool of JMU College of Education teacher education students.
- Service workers will follow all state and JMU guidelines for hiring and maintaining employment. This includes CPR and First Aid training.

Questions

- If you have questions, contact Rabia Lieber (lieberr@jmu.edu) or Dr. Amy Thelk (thelkad@jmu.edu)

Drop Off Location



Appendix A

Code of VA: Exemptions from licensure: <https://law.lis.virginia.gov/vacode/63.2-1715/>

Application for non-licensed status: <https://www.dss.virginia.gov/facility/exemptions.cgi>

§ 63.2-1715. Exemptions from licensure.

A. The following programs are not child day programs and shall not be required to be licensed:

The following child day programs shall not be required to be licensed:

B. Child-minding services that are not available for more than three hours per day for any individual child offered on site in commercial or recreational establishments if the parent or guardian (i) can be contacted and can resume responsibility for the child's supervision within 30 minutes and (ii) is receiving or providing services or participating in activities offered by the establishment.

Child day programs that are exempt from licensure pursuant to subsection B, except for child day programs that are exempt from licensure pursuant to subdivision B 1 or 5, shall:

1. File with the Commissioner annually and prior to beginning operation of a child day program a statement indicating the intent to operate a child day program, identifying the specific provision of this section relied upon for exemption from licensure, and certifying that the child day program has disclosed in writing to the parents or guardians of the children in the program the fact that it is exempt from licensure;
2. Report to the Commissioner all incidents involving serious physical injury to or death of children attending the child day program. Reports of serious physical injuries, which shall include any physical injuries that require an emergency referral to an offsite health care professional or treatment in a hospital, shall be submitted annually. Reports of deaths shall be submitted no later than one business day after the death occurred; and
3. Post in a visible location on the premises notice that the child day program is operating as a program exempt from licensure with basic health and safety requirements but has no direct oversight by the Department.

D. Child day programs that are exempt from licensure pursuant to subsection B, except for child day programs that are exempt from licensure pursuant to subdivision B 1, 5, 6, or 7 shall:

1. Have a person trained and certified in first aid and cardiopulmonary resuscitation present at the child day program whenever children are present or at any other location in which children attending the child day program are present;
2. Maintain daily attendance records that document the arrival and departure of all children;
3. Have an emergency preparedness plan in place;
4. Comply with all applicable laws and regulations governing transportation of children; and
5. Comply with all safe sleep guidelines recommended by the American Academy of Pediatrics.

E. The Commissioner shall inspect child day programs that are exempt from licensure pursuant to subsection B to determine compliance with the provisions of this section only upon receipt of a complaint, except as otherwise provided by law.

F. Family day homes that are members of a licensed family day system shall not be required to obtain a license from the Commissioner.

G. No person to whom parental and legal custodial powers have been delegated pursuant to Chapter 10 (§ [20-166](#) et seq.) of Title 20 shall be required to obtain a license to operate an independent foster home or approval as a foster parent from the Commissioner.

H. Officers, employees, or agents of the Commonwealth, or of any county, city, or town acting within the scope of their authority as such, who serve as or maintain a child-placing agency shall not be required to be licensed.

1993, cc. 730, 742, § 63.1-196.001; 1994, cc. [837](#), [940](#); 1999, c. [454](#); 2000, cc. [61](#), [1058](#); 2002, c. [747](#); 2003, c. [467](#); 2006, c. [725](#); 2011, c. [363](#); 2014, c. [130](#); 2016, c. [442](#); 2017, c. [748](#); 2018, cc. [189](#), [244](#), [810](#); 2019, cc. [297](#), [667](#).