

**Mississaugas of the Credit First Nation (MCFN)  
Ekwaamjigenang Children's Centre (ECC)**



Department of Lifelong Learning  
Early Years Program

**Wait List Eligibility Criteria and Procedure**

The Waiting List application form is available through the MCFN website or at the ECC office, or by emailing your request to [shannon.king@mncfn.ca](mailto:shannon.king@mncfn.ca) or [Katharine.brown@mncfn.ca](mailto:Katharine.brown@mncfn.ca) for an electronic copy.

There is no charge for the waiting list application.

Children are placed on the waiting list in accordance with the Priority Requirements Chart below and then by the date and/or time of the completed forms received at ECC. When a space becomes available, the ECC Supervisor or Assistant Supervisor will contact the family.

Families will be given one week to state their intent in regard to that space. If the space is confirmed and accepted, the Supervisor or Assistant Supervisor will move forward with completing the application process, orientation and payment arrangements.

If the family chooses not to accept the available space, the application will be placed at the bottom of the relevant priority list. A space declined 3 times within 12 months from the first offer will be removed from the waitlist.

ECC respects the privacy and confidentiality of the children on the waitlist. Information will only be shared with the parent/guardian on the application form. The applicant is responsible for keeping up-to-date on the status of their application's position on the waitlist. The applicant must ensure that their contact information is accurate. To check the status of an application, please reach out to the ECC Supervisor via email at [shannon.king@mncfn.ca](mailto:shannon.king@mncfn.ca) or by phone call at 905 768 5036

**\* Priority may be given to MCFN Guardians or Children if ordered by a Court, Child and Family Services Agency, or supporting documentation from another outside agency requesting that a child be placed in a Child Care setting.**

Priority	Requirements
A	Members and children of members of Mississaugas of the Credit First Nation
B	Children of Mississaugas of the Credit First Nation Full-Time Permanent Employees*
C	Children who reside on Mississaugas of the Credit First Nation who do not have Indigenous affiliation*
D	Children who are members of other First Nation, Metis and Inuit communities who reside in Brant, Haldimand and Norfolk Counties.*



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*\*To a maximum age group capacity of 30%; available spaces beyond the 30% capacity would be offered on a contractual basis and would be given not less than 3 months' notice of termination should a Priority 1 application require that space.*

*ECC has 3 emergency child care spaces for MCFN families. These spaces are available as needed for emergency child care only and based on centre capacity and required enrollment documents per the CCEYA, 2014. For more information, please contact the Centre Supervisor or the Early Years Administrator.*

