

# FAMILY DAY CARE

DOCUMENT NO: PSIS 001



## WHAT IS FAMILY DAY CARE?

A Family Day Care is a childcare service that is provided in a residential dwelling.

Family Day Care is a home business offering education and care for up to seven children aged from 0 to 13 years, including the educators' own children, in the educator's own home. Only four of the children can be below pre-primary school age. If the Family Day Care you are proposing meets these criteria, then Development Approval is not required.

Should a resident of a dwelling wish to care for more than seven children, this is considered to be a 'Child Care Centre', which does require Development Approval. For further details, please speak with one of the City's Planners on (08) 9186 8555.

Family Day Care requirements are defined in the National Quality Framework which includes the *Education and Care Services National Law (WA) Act 2012* and the *Education and Care Services National Regulations 2012*. A Family Day Care overview is also available [here](#).

## HOW DO I BECOME A FAMILY DAY CARE PROVIDER?

Family Day Care providers need to be registered as a Family Day Care Educator. This requires satisfactory completion of the registration and membership process through Family Day Care WA. Further details and requirements are available on the [Family Day Care WA website](#).

*Please note the City of Karratha is not involved in the process to become a registered family day care educator.*

## WHAT APPROVALS ARE REQUIRED TO RUN A FAMILY DAY CARE?

What Council approvals are required to run a Family Day Care?

	Environmental Health	Planning	Building
Is Approval Required?	✓	✗	✗

***Regardless of the approvals required and granted by the City, the business owner must comply with the National Quality Framework, as detailed above.***

## ENVIRONMENTAL HEALTH APPROVALS

There are two types of health approvals:

- 1. Providing Food Not Supplied by Parents:** If you are providing any food to children, not including food provided by their parents, you need to complete and submit a [Notification Registration of a Food Business](#).

There is a [one-off notification fee](#) for all new applications.

Family Day Cares that **provide food for children** are responsible for safe food handling practices and compliance with the *Food Act 2008*.

On inspection, an Environmental Health officer will check (but not limited to) the following areas:

- Kitchen has sufficient sinks with liquid soap and paper towels readily available,
- Kitchen is in good structural condition, (e.g. there are no scratches in the benchtops or damaged/exposed areas),
- Kitchen is in a clean and hygienic condition,
- Adequate space for food handling activities, preparation, cooking, serving, cleaning,
- The business owner has skills and knowledge in food safety – The City's Environmental Health unit support "I'm Alert", a free online food safety training program available [here](#),
- Adequate storage of food ingredients to be used for the family day care,
- Availability of a probe food thermometer and alcohol wipes,
- Availability of a food grade chemical sanitiser,
- Adequate pest control program.

**2. Providing Food Supplied by Parents Only:** If you are only providing food to a child that has been provided by their parents, no notification is required to be sent to the City's Environmental Health team.

## ADDITIONAL INFORMATION

If you would like additional information on Family Day Care, please contact:

City of Karratha, Planning Services

Phone: (08) 9186 8555

E-mail: [enquiries@karratha.wa.gov.au](mailto:enquiries@karratha.wa.gov.au)

Website: [Home | City of Karratha](#)

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