

# Functional Program

(to support NSHBCCC Statement of Requirements)

## Child Care Centre New Surrey Hospital and BC Cancer Centre Surrey, BC



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## **1 Background**

### **1.1 Functional Program Description and Objectives**

This functional program (FP) is for a Child Care Centre at the New Surrey Hospital and BC Cancer Centre (NSHBCCC) located in Surrey, British Columbia (BC).

The FP provides an overview of the Child Care Centre requirements as per provincial licensing regulations, program service requirements, and space requirements to support the program. In addition, it describes how people and materials should flow through the physical space.

An assessment and description of the activities of the in-scope components, together with an estimate of the space required to support them, will be included in the FP.

The functional program will be used as a communication tool that explicitly describes the resources required to deliver the services being planned for the new space to all involved parties (e.g., subject matter experts, health authority administrators, architects, engineers).

### **1.2 Project Drivers**

When built, NSHBCCC will be a net new hospital for Fraser Health and is scheduled for completion and opening in 2027. The Ministry of Health requested that a Child Care Centre be included in the scope of the project to support child care needs for the site and surrounding community.

### **1.3 Context**

This functional program has been developed to support NSHBCCC SOR content for Child Care Centre requirements.

## **2 Planning Principles and Assumptions**

### **2.1 Principles**

The following facility planning principles guided development of this program:

- **Fiscal responsibility:** The space solution will be undertaken in a fiscally responsible manner that meets the functional requirements.
- **Evidence-informed design:** Developing space requirements based on best practice standards and evidence-based literature.
- **Licensing Requirements:** The Child Care Centre will meet licensing requirements as per the Provincial Child Care Licensing Regulations.
- **Municipal Requirements:** The Child Care Centre will be built in accordance to the City of Surrey Child Care Facility requirements.
- **Accessibility:** The facility should be designed to provide barrier-free, same-level access from the exterior to the interior of the building, which will support wheelchair accessibility, movement of strollers, and reduces tripping hazards. All indoor and outdoor spaces are to be wheelchair accessible.
- **Safety and Security:** The safety and security of the children within the Child Care Centre is of paramount importance. The facility should be located so that it is highly visible from the street with a well-lit entry to reduce the possibility of vandalism. The perimeter of the Child Care Centre must be carefully designed to allow for controlled access and exit from the facility. CPTED principles can inform the process of designing a successful child care facility.
- **Service/utilities:** Services to the Child Care Centre Facility will be independent of the hospital facility and utilities will be metered independently. Water, gas, electrical, and internet services will connect directly to the Child Care Centre Facility via connections off 55<sup>th</sup> Avenue, independent of NSHBCCC.

## 2.2 Assumptions

- The Child Care Centre will be located in a building separate from the hospital facility.
- The Child Care Centre will be completed and ready to open at the same time as the hospital facility.
- The Child Care Centre building will be owned and maintained by the Health Authority, with a lease agreement with an Operator (e.g. non-profit organization) to run the Child Care Centre program within the space.
- The Child Care Centre Operator will be responsible for own equipment, furniture, and appliances.
- In priority order, Child Care Centre services will be offered primarily to NSHBCCC employees, secondarily to Foundation employees, and thirdly to the general public.

## 3 **Future State: Service Description**

### 3.1 Service Description

The primary objective is to design and build a child care centre to meet the needs of working parents, who are either employed at the New Surrey Hospital and BC Cancer Centre or, living in the surrounding community. This centre will provide parents with a continuum of childcare services under one roof for their children from the ages of 6 months up to 5 years. The goal is to provide affordable, quality care for 49 children in a safe, intellectually stimulating program. In addition, a new program will attract and retain qualified FHA employees for the workforce.

Licensed group spaces for 24 children under the age of three years old and 25 licensed group spaces for children between the ages of three years old and six years old. Both full-time and part-time childcare spaces will be offered. Specifically, the NSHBCCC Child Care Centre is being planned to consist of three Groups, to a maximum total of 49 children.

1. Infant Group – maximum of 12 children between 6-18 months of age.
2. Toddler Group – maximum of 12 children between 18-36 months of age
3. 3 to 5 (Preschool) Group – maximum of 25 children at least 30 months of age at the date of entry to School Age (approximately 3 to 5 years of age).

### 3.2 Operational Description

#### Hours of Operation

Monday to Friday – 7:00am – 6:00pm

#### Staffing/Occupancy

The maximum headcount for the NSHBCCC Child Care Centre during a typical week day is shown in Table 1.

Table 1 - NSHBCCC Child Care Centre Occupancy Table

Program/Role	Maximum Head Count	
	Days (0700-1800)	Nights (1800-0700)
<b>Child Day Care Staff</b>		
Clerical (Part-Time)	1	0
Director (Full-Time)	1	0
Child Care Worker (ECE)	11	0
<b>Support Services Staff</b>		
EVS/Housekeeping	0	1
Staff Subtotal	13	1
<b>Clients</b>		
Children	49	0
Client Subtotal	49	0
<b>Child Day Care Total Max Headcount</b>	<b>62</b>	<b>1</b>

Notes:

1. Programs intermittently support practicum students and volunteers
2. Casual staff may work be scheduled to work as relief if extra support is required

### 3.3 Flow Descriptions

#### *Parents*

- Parents arriving at the Child Care Centre for child drop-off will enter the facility through a secure entry point at the main entrance, using a keypad code, into a public lobby area before bringing their child to the door of their indoor program area, where the parent may sign-in at a sign-in station and interact/speak with staff. Parents will have access to the cubbie area of each program area to assist their child with their belongings, but parents will not be allowed to enter further into the Play Room.
- Parents arriving for child pick-up will enter into the public lobby area using the keypad code, and walk to the door of their child's indoor program area to alert staff that they have arrived. Staff will bring the child out to the parent and the parent may sign-out at the sign-in station.

#### *Child*

- Children arriving into the Child Care Centre Indoor Program Area will first travel to the cubbie area, where they can stow their bags, shoes, and other belongings, and wash their hands.
- Children will flow between the various program areas as per the routine of each group, which may include activity/play spaces, quiet/nap areas, washrooms, and outdoor spaces.
- Table 2 provides examples of a typical day in a full-day Child Care program.

Table 2 - Examples of a Typical Day in a Full-day Child Care Program.

Time	Group Care Under 36 Months	Group Care 30 Months to 5 Years
7:00 – 9:00am	<ul style="list-style-type: none"> <li>Centre opens.</li> <li>Gradual arrival of children and families.</li> <li>Free play; a variety of materials and spaces may be in use.</li> </ul>	<ul style="list-style-type: none"> <li>Centre opens.</li> <li>Gradual arrival of children and families.</li> <li>Free play; a variety of materials and spaces may be in use.</li> </ul>
9:00 – 10:00am	<ul style="list-style-type: none"> <li>Caregiving routines (diapering, morning naps, morning snack).</li> <li>A range of small group activities (art, sensory, science, music etc.).</li> </ul>	<ul style="list-style-type: none"> <li>Transitions to new activities.</li> <li>Washroom routines, morning snack.</li> <li>Small group meeting or activities (cooking, science, art, music).</li> <li>Preparation for outdoors.</li> </ul>
10:00 – 11:00am	<ul style="list-style-type: none"> <li>Dressing for outdoors, outdoor play or walks.</li> </ul>	<ul style="list-style-type: none"> <li>Outdoor play.</li> </ul>
11:00 – 11:30am	<ul style="list-style-type: none"> <li>Come inside, hand washing and preparation for lunch.</li> </ul>	<ul style="list-style-type: none"> <li>Transition to indoors, hand washing, lunch, washroom routine.</li> </ul>
11:30am – 12:30pm	<ul style="list-style-type: none"> <li>Lunch, diapering, preparation for nap.</li> </ul>	<ul style="list-style-type: none"> <li>Lunch time.</li> </ul>
12:00 – 3:00pm	<ul style="list-style-type: none"> <li>Nap or quiet activities for those who do not nap in the pm.</li> </ul>	<ul style="list-style-type: none"> <li>Nap time for those who need it.</li> <li>Quiet activities for those who do not nap.</li> </ul>
2:00 – 4:00pm	<ul style="list-style-type: none"> <li>Wake up/free play/caregiving routines (diapering, afternoon snack).</li> </ul>	<ul style="list-style-type: none"> <li>Wake up/free play or washroom routine.</li> </ul>
4:00 – 4:30pm	<ul style="list-style-type: none"> <li>Small group activities (stories, songs, music, dancing), gradual departure of children begins.</li> </ul>	<ul style="list-style-type: none"> <li>Snack available (may coincide with free play).</li> </ul>
4:30 – 5:30pm	<ul style="list-style-type: none"> <li>Outdoor play.</li> </ul>	<ul style="list-style-type: none"> <li>Outdoor and active play.</li> <li>Gradual departure of children begins.</li> </ul>
5:30 – 6:00pm	<ul style="list-style-type: none"> <li>Indoor free play / Centre closes.</li> </ul>	<ul style="list-style-type: none"> <li>Indoor free play and activities / Centre closes.</li> </ul>

*Note: These are examples of daily routines. Times are typically flexible, allow for gradual transitions and may be adjusted to meet the needs of children. |*

(Reference: Richmond – 2019 daycare design guidelines)

### Staff

- Upon arrival for their shift, staff will enter the component via a secure staff entry point to a back-of-house area, where they will have access to a Staff Lounge to store their personal belongings in lockers.
- Staff will then travel to front-of-house program areas and will flow through the component as per scheduled program activities.
- Staff may store some personal belongings within their designated Indoor Program Area in lockable storage.
- At pick-up/drop-off times, staff greet parents in the Play Room doorway at arrival and departure. This enables staff to maintain child ratio while still connecting with parents at drop-off and pick-up times and enables flexible pick-up/drop-off times for parents, depending on their schedules.
- When strollers are used for out-trips, staff may bring multi-seated strollers to the entry door of a Play Room to load and secure children into the stroller. When loaded, the stroller exit the Child Care Centre Facility via the main entry doors.

### Equipment Flow

- Commonly used equipment and toys will be kept in lockable storage within each Play Room, Sleeping Room, Quiet Room, and outdoor play spaces. Lesser used equipment, larger

equipment, supplies, and seasonal storage will be stored in a Clean Storage room, separate from the Play Rooms.

#### Food Flow

- Food for children will be provided by parents and stored as needed within the Nourishment Rooms. The Child Care Centre provider will keep some snacks on-hand and store within the Nourishment Rooms. It is assumed there will be no food preparation on-site and no food services bringing food into the Child Care Centre Facility.

#### Environmental Services (EVS) (Housekeeping/Waste)

- Assumption: Housekeeping services (i.e. cleaning and waste removal) will be provided by Fraser Health EVS on a nightly basis after regular business hours.

#### Facilities Maintenance & Operations/Asset Management (FMO/AM)

- Assumption: Facility Maintenance will be provided by Fraser Health FMO/AM services on a regular and as-needed basis.

#### Security

- Assumption: Security services will be provided by Fraser Health security/IPS, including security cameras (CCTV), intrusion system, intercoms, emergency response, regular patrol, and alarm routines.

#### Information Technology

- Assumption: Child Care Centre Operator will not be connected with the FH/NSHBCCC Facility network, infrastructure, and phone switchboard. The Child Care Centre Facility must enable the Child Care Centre Operator to subscribe to and receive TV or Internet services and WiFi, throughout the Facility via a service provider (e.g. Telus, Shaw).
- Assumption: As a Fraser Health-owned facility, FH IT will be responsible for maintenance of infrastructure on a regular and as-needed basis.

## **4 Future State: Space Requirements**

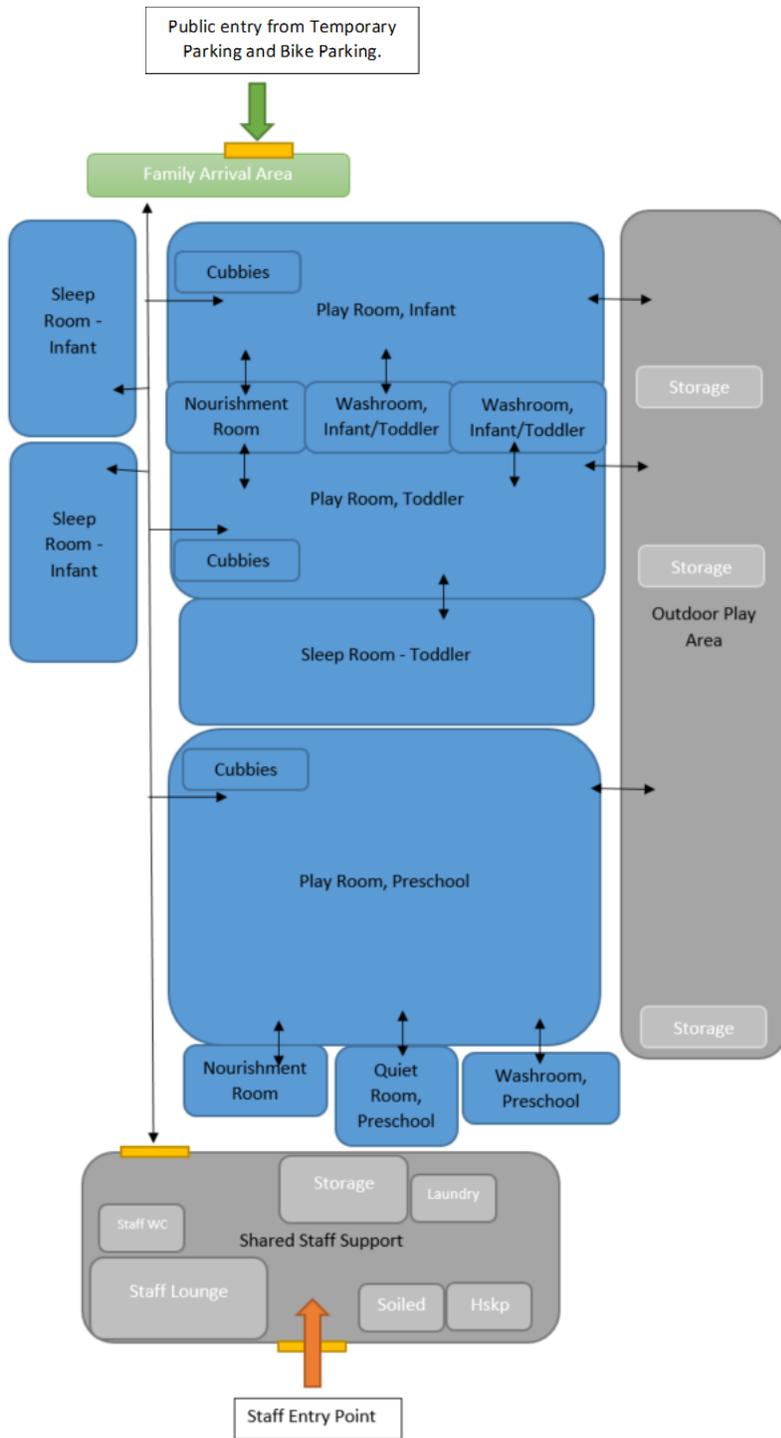
### 4.1 Design Principles

- Flexibility and Adaptability  
Spaces will allow for easy changes in layout as required. Use modular furniture where possible.
- Efficiency  
Allow adequate space for occupants to easily circulate through the space from one area to the next. Large open concept areas with good sightlines are preferred, and corridors connecting spaces are to be minimized.
- Infection Control

### 4.2 Design to incorporate required infection control policies.Zones of Activity

The following Functional Relationship Diagram (Figure 1) highlights conceptually the high-level relationships between key areas of activity and indicates preferred access points. It is meant to indicate conceptual relationships, and is not meant as a floorplan.

Figure 1 – NSHBCCC Child Care Centre Functional Relationship Diagram



## Subcomponent Requirements

### *Family Arrival Area*

The public facing Family Arrival Area is to provide a warm and welcoming sense of arrival.

Parents and caregivers may access the Family Arrival Area during operating hours via a secure access point using a keypad code.

A reception desk will provide a workspace for a clerk to work. This reception desk will not always be staffed, but when staffed, the reception clerk may greet families as they arrive.

Parents may freely travel with their child from the Family Arrival Area to each Play Room.

Provide a small waiting area (minimum 2 chairs) for parents/caregivers.

Provide an Alcove – Stroller Parking for Child Care Centre-owned multi-seated strollers, allowing for maneuvering of these strollers in/out of the room, to the door of each Play Room, and in/out of the main entry doors. Family strollers, if left at the Child Care Centre, can be stowed with the Child Care Centre-owned strollers. The purpose of this alcove is to keep these strollers out of the main circulation and allow easy access when needed. For security, it is preferred that this alcove is not directly at the secure main entry door, but out of sight, if possible, from the exterior of the building.

Figure 2 - Example of a multi-seat stroller used by Child Care Centre operator.



### *Indoor Program Areas*

Play Rooms each have the following requirements:

- Cubby area:
  - First point of entry into each Play Room.
  - Provides storage space for children's bags/belongings and room for changing into outdoor play gear.
  - Preference is for the cubby area to be connected to, but not part of the open Play Room area. This allows parents to still access their child's belongings during drop-off and pick-up and better flow of traffic when changing for outside play.
  - Individual cubbies/lockers with shelving, shoe storage and additional cupboard storage above.
  - The cubby area can get messy with children tracking in sand and dirt from the playground so a separate area provides more organization and cleanliness.

Figure 3 - Sample Cubby Area



- Two (2) hand wash sinks located near the entry point.
- Lockable storage for toys, equipment, supplies
- Central, open play/activity area
- Art station (art sink, work surface, storage)
- Direct access to Nourishment Room (full size refrigerator, hand wash sink, double compartment stainless steel sink, counter, microwave, dishwasher, storage)
- Direct access to Washroom – Infant/Toddler and Washroom - Preschool, to allow for supervision, teacher assistance, and easy access.
- For Play Room – Infant/Toddler, convenient access to Sleeping Room. This Sleeping Room is preferred to be separate from the Play Room (i.e. across or down the hall within close range), allowing for individual sleep schedules and minimize noise for child to sleep/rest.
- For Toddler Play Room and Preschool Play Room, direct access to Sleeping Room and Quiet Room to allow for use as flex space for multi-purpose play.

Sleeping/Quiet Rooms have the following requirements:

- Storage for stackable sleeping cots, blankets and other items.
- Open floor space for sleeping cots.
- Infant sleeping room will have compact sized cribs. No exterior windows for this space.
- Space can flex to be used for gross motor and play activities

Nourishment Rooms have the following requirements:

- Kitchenette (full size refrigerator, hand wash sink, double compartment stainless steel sink, counter, microwave, dishwasher, storage)
- Counterpace for food assembly

Each Infant/Toddler Washroom has the following requirements:

- 2 toilet stalls (child-sized toilets), 2 child height sinks, 1 adult height sink
- Diaper change table with stainless steel diapering sink, under counter storage, and a covered container for soiled clothing.

- Open floor space for 2 potties.

The Preschool Washroom has the following requirements:

- 3 toilet stalls (adult-sized toilets), vanity with 3 sinks
- Diaper change table with stainless steel diapering sink, under counter storage and a covered container for soiled clothing.

#### *Outdoor Play Space*

Outdoor play spaces should offer a range of opportunities for play (e.g. active, social, and quiet) and a mix of soft landscaping, hard surfacing, and structures. They should incorporate a variety of natural materials, surfacing and textures to provide interest and stimulation. An organic approach with natural materials is preferred (e.g. logs, stumps, boulders, plants, trees for shade). The Outdoor play spaces should be accessible and appropriate for children of different abilities and needs. Play spaces with different surfaces will be needed (concrete for pathways/riding bikes, planted grass or artificial turf areas and playground surfacing around any climbing structures. Sample photos of existing childcare outdoor play spaces can be found in Appendix B.

The covered play space should:

- Be located adjacent to the indoor play room entry door and act as a transition space between the uncovered outdoor play space and the indoor play rooms;
- Be multipurpose and provide opportunities for play or small group activities, as well as for outdoor meals and active play on rainy days;
- Include weather-protected, secure outdoor storage to house outdoor play equipment and other items; and
- Be equipped with an adult height shelf to accommodate sunscreen, first aid supplies, and the like.

The uncovered play space should provide distinct zones to accommodate different types of play:

- **Active Play Space:** open area for play and an area with stationary equipment or loose parts to allow for climbing, jumping, swaying and balancing. Custom-made play equipment constructed of natural materials is preferred. Preference is for play equipment that mimics the natural environment through the use of natural materials and creative structures. Play equipment should provide challenges and promote adventure play through the use of different elevations and materials, but should also be accessible for children of varying abilities. Protective surfacing zones to be provided under and around play equipment, and allow adequate space for entering and exiting the zone to avoid accidental collisions. A small amount of age-appropriate pre-fabricated climbing structures would be acceptable to provide variety.
- **Nature Play:** opportunities for informal nature play and discovery (e.g. raised garden beds, soil, logs, rounded boulders, non-toxic plants).
- **Social Zone:** a quiet place to sit or talk with peers or staff with seating for informal (e.g. social connections) or formal gatherings (e.g. story telling).

Each outdoor play space has the following requirements:

- Directly accessed from, and contiguous with, the Play Rooms.
- Provide outdoor spaces at the same grade as the indoor play areas, the two should be planned together. Accessibility must be maintained.
- **Sun exposure:** It is important that the outdoor play spaces benefit from exposure to sunlight for at least three hours per day at the winter solstice, two hours of which occur during the typical playtimes of 9:30 to 11:30 am or 1:30 to 4:00 pm.
- Covered area to protect from rain/sun (to cover approximately 1/3 of the outdoor play space).

- Entire outdoor play space must be enclosed in a manner suitable to age and development of children intended to use the space. Enclosures shall be non-climbable.
- This space is also required to enable child care operators to meet the Active Play Guidelines that form a component of the Child Care Licensing Regulations.
- Surfaces and materials suitable for age and development of children intended to use the space, non-slip and universally accessible.
- Protective surfacing, that meets Licensing Standard of Practice: Safe Play Space requirements, to be provided under stationary active play equipment/ elements: Depths and extents of protective surfacing to adhere to the current edition of the Canadian Standards Association Playground Standard. Protective surfacing material: Poured-in-place rubber
- Each group-specific outdoor play space may be separated with low fencing or planting. Provide age specific-sized play equipment, design features and play structures in each area.

#### General Design Considerations

##### Location/Access

- Location of Child Care Centre on the site should support access to people walking, biking, or arriving on transit.
- For parents arriving by car, a drop-off parking area shall be provided with short-term parking.
- For staff arriving by car, staff and service parking shall be provided dedicated for the Child Care Centre.

##### Architecture/Landscaping

- Explore and include opportunities to share architectural and landscape features with the rest of the site in a positive way.

##### Natural Light

- It is recommended that window areas be generous, but measures should be taken to avoid solar heat gain and glare. A window area of at least 20 per cent minimum of the wall area is preferred in child care activity spaces, and an even higher percentage could be considered to promote day-lighting and less artificial lighting.

##### Operable Windows

- To provide fresh air, ensure windows can be opened. However, restrictors are required to ensure windows cannot be opened more than 4 inches.
- Provide window screens for all operable windows.

##### Acoustics

- It is recommended that interior noise levels in all spaces occupied by children not exceed a sound pressure level of 45 dB(A).

### 4.3 Space List

DC - Child Care Centre							
Old Ref	Ref	Space	units	nsm/ unit	nsm	i. Intent of Space	ii. Specific Design Features
	<b>DC1</b>	<b>Family Arrival Area</b>					Secure entry from exterior of facility into Family Arrival Area (keypad access, parent doorcode, staff access pass, two-way intercom system with video and remote door opening).
DC1.1	DC1.1	Reception	1	9.5	9.5		1. Reception Desk/Workstation for clerk, supply and file storage, work area with printer and sorting surface. 3. Locate at public entry point. 3. Small waiting space for parents (minimum: soft seating for 2). Notice board. 4. Programmed net area does not include circulation/corridor space in this arrival area.
	DC1.2	Alcove - Stroller Parking	1	6.0	6.0	Storage of day care-owned strollers and Family strollers/ carseats.	1. Adequate dimensions to store 3 multi-seated strollers without encroaching circulation/corridor space.
DC1.12	DC1.3	Office - Private	1	9.0	9.0	Dedicated for Director. Doubles as first aid room to separate injured/sick children from group while supervised until parent pick-up.	1. Workstation, stationary and file storage, table with 2 chairs. 2. Located at front of daycare for supervision of main entrance and access for parent communication.
	<b>DC2</b>	<b>Indoor Program Areas</b>					
DC1.2	DC2.1	Play Room - Preschool	1	110.4	110.4	For >30month (preschool) group.	1. 92.5nsm usable open floor area. 2. 2 Hand wash sinks (1.2nsm/sink) - child-height, locate inside open play area just inside access point from cubby area (for staff supervision). Sign-in table located at open play area entry point for parent sign-in with whiteboard mounted above. 3. Cubby area (12nsm) with 30 cubbies - separated from open play area (full parent access to child's belongings during drop-off/pick-up). Include coat hooks and shoe cubbies for staff to keep outside clothes on-hand. 4. Storage Cabinets (Supplies, Equipment) (2nsm) 5. 1 Art Station (art sink, counter, storage) (1.5nsm)
DC1.3	DC2.2	Play Room - Infant/Toddler	2	56.3	112.6	One for <36month infant group. One for >36month toddler group.	1. 44.4nsm usable open floor area. 2. 2 Hand wash sinks (1.2nsm/sink) - child-height, locate inside open play area just inside access point from cubby area (for staff supervision). Sign-in table located at open play area entry point for parent sign-in with whiteboard mounted above. 3. Cubby area (6nsm) with 15 cubbies - separated from open play area (full parent access to child's belongings during drop-off/pick-up). Include coat hooks and shoe cubbies for staff to keep outside clothes on-hand. 4. Storage Cabinets (Supplies, Equipment) (2nsm) 5. 1 Art Station (art sink, counter, storage) (1.5nsm)
DC1.4	DC2.3	Sleeping Room - Infant	2	24.2	48.4	Each room to accommodate half of <36month (infant) group.	1, 22.2nsm open floor area. 6 compact cribs per room. 2. 2nsm for storage cabinet (blankets, and other needs). 3. Not directly connected to Play Area. Located close to Play Room - Infant/Toddler, but away from noisy areas of day care. Provisions for baby monitoring. No glazing.
DC1.5	DC2.4	Sleeping Room - Toddler	1	46.4	46.4	For <36month (toddler) group	1. 44.4nsm open floor area. 2. 2nsm for storage cabinet for sleeping mats, blankets, and other needs. 3. Directly connected to Play Area. Provisions for baby monitoring. No glazing.
DC1.6	DC2.5	Quiet Room - Preschool	1	14.0	14.0	For >30month (preschool) group. Flexible use room associated with Preschool program, for sleeping/ naps or quiet activities.	1. 12nsm open floor area. 2. 2nsm for storage cabinet for sleeping mats/cots, blankets, and other needs. 3. Directly connected to Play Area - Preschool.
DC1.7	DC2.6	Nourishment Room	2	9.2	18.4		1. Each room with Kitchenette (double compartment stainless steel sink, counter, microwave, full size refrigerator, dishwasher, storage, 1 hand wash sink) and circulation space. 2. One connected directly to both the Toddler and Infant Play Rooms (shared). 3. One connected directly to the Preschool Play Room.
DC1.8	DC2.7	Washroom - Infant/Toddler	2	11.7	23.4		1. Each washroom: 2 toilet stalls (child-size toilets)(1.3nsm each) 2 child height sinks (1.2nsm each), 1 adult height sink (1.2nsm each), diaper change table c/w stainless steel diapering sink, undercounter storage, and a covered container for soiled clothing (2nsm), open floor space for 2 potties (1nsm each), 15% circulation 2. Regulation Requirement: One toilet/sink per 10 children or fewer. 3. Directly connected to each Play Room - Infant/Toddler.
DC1.9	DC2.8	Washroom - Preschool	1	10.9	10.9		1. 3 toilet stalls (adult toilets) (1.3nsm each), vanity with 3 sinks (1.2nsm each), diaper change table c/w stainless steel diapering sink, undercounter storage, and covered container for soiled clothing (2.0nsm), 15% circulation 2. Regulation Requirement: One per 10 children or fewer. 3. Adjacent to Play Room, Preschool
	<b>DC3</b>	<b>Staff Support Space</b>					
DC1.10	DC3.1	Washroom - Staff	2	4.6	9.2		1. Accessible, 2 pc (sink, toilet)
DC1.11	DC3.2	Lounge - Staff	1	25.0	25.0	Staff respite space.	1. Assumption: max ~25% of staff on break at one time (~4 staff) 2. Table with 4 chairs (7.4nsm), 2 soft seats (2nsm each), Kitchenette (5nsm), computer (1.8nsm), 12 half lockers (0.3 each), 15% circulation space.
DC1.13	DC3.3	Clean Storage	1	12.0	12.0		1. Storage of equipment, toys, stationary and paper storage, educational material, art supplies, emergency evacuation equipment, seasonal storage
DC1.14	DC3.4	Laundry Room	1	6.0	6.0		1. Commercial Washer/Dryer, storage for laundry baskets and laundry supplies.
DC1.15	DC3.5	Houskeeping Room	1	7.0	7.0	EVS space.	1. Hand wash sink, Mop sink with chemical dispenser, plumbed eye wash station, housekeeping cart, supply and cleaning product storage.
	DC3.6	Soiled Holding	1	4.0	4.0	Holding of waste/ recycling until removal from facility.	1. Open floor space for a tilt bin to stage waste and recycling. 2. Locate with convenient access to the secure Staff entry point.
<b>Total NSM, Indoor Space</b>					<b>472.2</b>		

Ref	Space	units	nsm/ unit	nsm	i. Intent of Space	ii. Specific Design Features	
	<b>DC4</b>	<b>Outdoor Play Space</b>					
DC2.1	DC2.1	Play Area 1 - Outdoor	1	153.0	153.0	Outdoor play area for Preschool Group (>30 months to 5 years) 1. Regulations state must be large enough for largest group using outdoor space. 2. Must use materials suitable for age and development of children intended to use the space. 3. Entire Outdoor Play Area must be enclosed in a manner suitable for age and development of children. Provide a locked gate in enclosure for exit only and not operable by children. 4. 150nsm open play area. 3nsm for weather protected, lockable storage for toys and equipment, directly accessed from play area. 5. Must provide a permanent canopy for approximately 1/3 of the outdoor play area to provide shelter from the sun/rain. 6. Provide play areas with climbing equipment, sandbox, quiet areas for independent play, concrete bike/walking paths. 7. Provide 2 hose bibs (one at building and one at sand box area).	
DC2.2	DC2.2	Play Area 2 - Outdoor	2	75.0	150.0	Outdoor play area for Infant/Toddler Groups (<36 months). 1. Regulations state must be large enough for largest group using outdoor space. 2. Must use materials suitable for age and development of children intended to use the space. 3. Entire Outdoor Play Area must be enclosed in a manner suitable for age and development of children. Provide a locked gate in enclosure for exit only and not operable by children. 4. 150nsm open play area. 3nsm for weather protected, lockable storage for toys and equipment, directly accessed from play area. 5. Must provide a permanent canopy for approximately 1/3 of the outdoor play area to provide shelter from the sun/rain. 6. Provide play areas with climbing equipment, sandbox, quiet areas for independent play, concrete bike/walking paths. 7. Provide 2 hose bibs (one at building and one at sand box area).	
<b>Total Outdoor Space (m2)</b>				<b>303.0</b>			

## REFERENCES

The following space standards, benchmarks, and guidelines were used for this program:

- CSA - Z8000-18
- Provincial Child Care Licensing Regulations
- City of Richmond – Child Care Design Guidelines – January 2019
- Benchmarks:
  - Surrey Memorial Hospital Child Day Care - A Place to Grow
  - FH Childcare Centre Preliminary Program 2021 – August 4 2021 (Kasian Architecture)

## APPENDICES

### APPENDIX A - DEFINITIONS

Operator: the persons or entity selected by Fraser Health that manages and runs the child care program.

Childcare License: refer to The Government of British Columbia’s Community Care and Assisted Living Act and Child Care Licensing Regulation.

### APPENDIX B – EXAMPLES OF OUTDOOR PLAY SPACES



