

Childcare Needs Assessment: Community Consultation Home Activity

Guide for Facilitators

Introduction

Project Background

The Childcare Needs Assessment is geared to gathering Member input about childcare on-Reserve, and in particular, moving the daycare/ Head Start services from Kulspai to Gitau. Needs assessments can improve the quality of policy or program decisions helping us to achieve better outcomes for our community. The assessment will be presented as a report to Chief and Council to help support future planning decisions for childcare offered by Kitselas First Nation.

Activity Purpose

This activity will focus on informing participants about the project and collecting input to help us understand the community's perspective about childcare needs, issues and priorities. A community workshop was planned prior to the COVID-19 pandemic and due to public health restrictions, we have reformatted activities to be delivered in small groups or families.

Before You Start

Before getting started, take a few minutes to:

- Set up a space where you can all comfortably sit or stand around and work on the activity questions together. Make sure you have appropriate space for social distancing.
- Organize the worksheets and activity materials and make sure to have enough pens and markers for everyone to be able to write their own answers.
- Read through the Facilitator Guide and the Activity Package to familiarize yourself with the activities before leading them.

Facilitator Role

Your role is to help guide participants through a series of activities to collect their input. Some tips to help you collect input as you work through the activities:

- Sometimes it is hard for participants to write down their exact thought or idea. Keep sticky notes and a pen handy in case you need to capture additional ideas generated through discussion to be added.
- If you add an idea that you hear from a participant if can be helpful to repeat it back and confirm that you've captured it correctly.
- If an idea isn't clear, ask the participant to explain it further.

What you Need

Your activity kit should include the following worksheets and materials:

- Facilitator Guide
- Facilitator Notes for taking down any additional information
- Home Activity Package
- Sticky notes
- Pens & markers

BC Social Distancing Tip Sheet:

<http://www.bccdc.ca/Health-Info-Site/Documents/COVID19-Physical-distancing.pdf>

Facilitator Guide

1. Introduction & Background Information

Slides 1 - 8

Slide 1 – Cover Page

- Introduce the project and explain that you are helping to facilitate community engagement for the project.

Slide 2 – Childcare Needs Assessment

- The project is led by Kitselas Health Manager Geri Inkster in partnership with Geneva Mason (Kitselas Engagement Coordinator) and Maren Luciani from Meraki Community Planning.
- You may be familiar with Maren because she is also working on the Comprehensive Community Plan and supported the Land Use Plan project.
- Input is being collected from the community about childcare needs as a part of the Childcare Needs Assessment and planning for future needs of Kitselas.

Slide 3 – About the Project

- Read the slide out loud or ask a participant to read it for the group.
- Explain that we have heard through previous engagement that moving or adding a daycare on Gitaus would be more beneficial for the community and that we are conducting community engagement before any recommendations are made to Chief and Council.

Slide 4 – Our Community Demographics

- Read the slide out loud or ask a participant to read it for the group.
- Review the charts, discuss any observations and jot down any notes of relevant information or input that people may bring up.

Slide 5 – Kitselas Head Start

- Read the slide out loud or ask a participant to read it for the group.

Slide 6 – Future Community Development

- Read the slide out loud or ask a participant to read it for the group.
- Review the map discuss any observations and jot down any notes of relevant information or input that people may bring up.

Slide 7 – We Need Your Input

- Read the slide out loud or ask a participant to read it for the group.

Slide 8 – The Following Activities

- Read the slide out loud or ask a participant to read it for the group.

- The activities will prompt for individual input and can be discussed as a group. No answer is wrong. These are exercises to help us understand your needs and wants.

2. Now & Future

Slides 9 – 10

Slide 9 – One word that comes to mind about Kitselas Childcare now

- Read the slide out loud or ask a participant to read it for the group.
- Direct everyone to use the sticky notes to contribute their ideas. Collect between 1 to 3 ideas from each participant.
- Discuss any similar ideas or themes that come up between the words.

Slide 10 – Childcare Challenges

- Read the slides out loud or ask a participant to read them for the group.
- Direct everyone to use the sticky notes to contribute their ideas. Collect between 1 to 3 ideas from each participant.
- If the group is comfortable, you can go one by one providing an answer or thoughts around the challenges listed.
- Note or ask a participant if there are any common answers or themes that are being highlighted.

3. Ideas & Comments

Slides 11 – 20

Slide 11 – What Do We Need to Know?

- Read the slide out loud or ask a participant to read it for the group.

Slide 12 & 13 – Location & Space + Ideas or Comments

- Read the slides out loud or ask a participant to read them for the group.
- **Prompt** *“Thinking about the current facility and possibility of a new facility in the future, do you have any ideas or comments that you would like to share about the location and space?”*
- One comment or idea per sticky note with no limit to the number of comments they can add.

Slide 14 & 15 – Program, Language & Culture + Ideas or Comments

- Read the slides out loud or ask a participant to read them for the group.
- **Prompt** *“What ideas or comments related to program, language and culture do you think should be considered?”*
- One comment or idea per sticky note with no limit to the number of comments they can add.

Slide 16 & 17 – Health, Nutrition & Wellbeing + Ideas or Comments

- Read the slides out loud or ask a participant to read them for the group.

- **Prompt** “How could we improve the health, nutrition and wellbeing of Kitselas children and the community through childcare?”
- One comment or idea per sticky note with no limit to the number of comments they can add.

4. Final Thoughts

Slides 18 – 20

Slide 18 – Completing the Puzzle:

- Read the slide out loud or ask a participant to read it for the group.
- **Prompt** – “When we think about the ideal picture of what childcare could look like for Kitselas, what are the pieces that contribute to that overall vision?”
- **Example** - if we were thinking about the pieces that might contribute to elder care, the pieces could include things like transportation, meals, accessible facility, physical activity and community events.
- If there are not enough pieces for all the ideas generated, use sticky notes to add any additional ones.

Slide 19 – Final Thoughts:

- Ask the group if there are any final thoughts or ideas that should be considered. Direct participants to use one sticky note per idea or thought.
- Discuss with the group any thoughts or ideas presented to make sure the idea is clearly understood and any additional information that may contribute further to that idea is provided. Capture any notes on paper that are important for us to consider.

Slide 20 – Next Project Steps

- Read the slide out loud or ask a participant to read it for the group.
- Thank everyone for their participation.
- Direct any further questions about the project to the project manager, Geri Inkster and share the ways that you can learn more.

Thank you!

On behalf of Geri Inkster and the Kitselas Health Department, we appreciate you for taking the time to lead this activity and contribute to Kitselas!

Input collected from Members and the community will help us complete the Childcare Needs Assessment. Your help collecting input will help us grow and strengthen our community for the next generation.

Completed Activity Package

Please try to keep participant answers intact. If sticky notes are not staying in place, please add the page number to the top of the sticky note they correlate to or tape them down.

Please review the sticky notes to make sure ideas are readable and if not, please add any notes below the original that might be needed to capture the idea or words.

Completed activity sheets can be submitted by:

- Scanning or taking clear pictures of each worksheet and emailing them to Geneva Mason
- Mailing them to Geneva Mason at the Kitselas Administration Office address below
- Dropping them off at the Kitselas Administration Office
- Contacting Geneva Mason to arrange for a pick-up

Geneva Mason

Community Engagement Coordinator
cec@kitselas.com
250-615-1382

Mailing Address

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