



## Frequently Asked Questions

### Q: What is PLAN?

A: PLAN is an acronym that stands for **p**repare, **l**earn, **a**lign, and **n**urture. This service is funded by Alberta Children's Services and delivered by the Alberta Resource Centre for Quality Enhancement (ARCQE). PLAN is designed to support the early childhood education (ECE) workforce in accessing best practice information, professional learning, and resources to promote quality programming in licensed ELCC settings.

### Q: How do I access this service?

A: There are several pathways to access PLAN. Licensed child care programs, both facility and home-based, can request this service by filling out a simple form on the ARCQE.ca website. This form is located here: <https://arcqe.ca/programs/regulatory-supports/>

Another way to access this service is by way of a referral from their assigned Licensing Officer.

### Q: How long would my program have to wait for a coach?

A: Coach assignments are generally made quickly. Since PLAN is provided in all regions of Alberta, there can be a short wait time to find a coach to travel to a remote area. Therefore, it is recommended that you put in a service request as soon as possible.



# plan

*prepare, learn, align, nurture.*

**Q: Do I have to accept this service if I am referred by my Licensing Officer?**

A: PLAN services are entirely voluntary. Your assigned coach can explain what is involved to dispel any concerns you may have about your participation.

**Q: What does it cost?**

A: The PLAN service is Ministry-supported, therefore there is no monetary cost to a child care program. There is a requirement for administrators and educators to participate at a time when the coach schedules site-visits and learning sessions. These appointments can be scheduled with the coach to fit your program's operating hours.

**Q: How long does this service last?**

A: Most programs need between 25 – 30 hours of coaching support over a 3 to 6 month period. However, the service is flexible and can be expanded for larger programs and special circumstances.

**Q: Where do I get more information?**

A: PLAN participants will receive regular updates and there will be information posted on social media and the ARCQE website. The Project Coordinator can be reached at [kathybarnhart@telus.net](mailto:kathybarnhart@telus.net) for additional information.

**Q: Who would benefit from receiving this assistance?**

A: This service was set up to assist educators and administrators in child care programs to achieve a better understanding of the expectations and requirements of the Early Learning and Child Care Act and Regulation. New administrators and



educators will find this service particularly helpful as the time is spent with an experienced ECE professional who can explain how and why the regulations need to be met.

**Q: Why do people choose PLAN?**

A: We believe that Early Childhood Educators and Administrators want to provide the highest quality of child care possible. To do their best, the ECE workforce needs to continuously be kept up-to-date and well-trained in best practices and relevant research in child development. At ARCQE, we strive to make learning accessible, affordable, culturally and professionally appropriate.