Oregon Department of
Early Learning and Care

Outdoor Nature-Based Community Workgroup

April 23, 2024

Welcome to the Workgroup!

We are glad you are here. While we are waiting to begin, please add your name and role in this Workgroup in the chat.
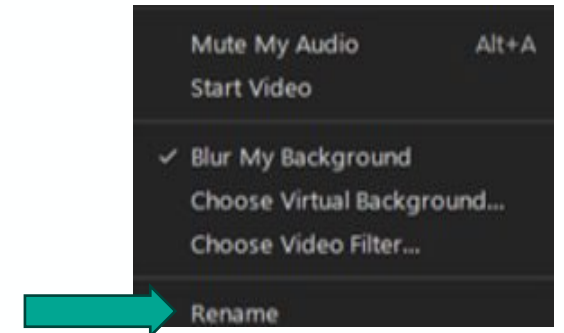
Rename your participant icon with your first and last name. You can do that one of two ways:
1. Click on the participants icon on the bottom of your screen.
   - At the top right, your participant name will appear.
   - Hover over your name and click on the 3 dots to the right and click rename.
2. Right mouse click on the screen to get a short menu. Choose rename.

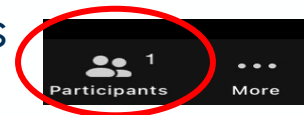Accessing Zoom from a phone App:
Rename your participant icon with your first and last name.
1. On the Zoom in-meeting controls, tap Participants
2. Tap your name, then tap rename
3. Other controls:
   - *6 Mute/Unmute
   - *9 Raise/Lower hands

Workgroup Introductions

We want you all to know who is involved with this Workgroup!

Please raise your hand using the "raise hand function" and when your name is called, unmute your microphone and provide the following:

- Name
- Location from where you are "Zooming"
- What is your connection to outdoor learning environments?

Note: You do not have to be on camera.

Meeting Agenda

1. Welcome / Introductions: (15 minutes)

2. Review of meeting agenda: (5 minutes)

3. Review Group Norms: (5 minutes)

4. Engagement & Rulemaking Process (5 minutes)

5. Scope/Format of Workgroup: (5 minutes)

6. How we Got Here and Timeline for ONB Licensing (5 minutes)

7. Discussion Topics: (30 minutes)
   - Draft Definition of ONB Programs
   - Communication, Items Available to View and Required Notifications

8. Break (5 minutes)

9. Discussion Topics (30 minutes)
   - Program Records
   - Program Policies

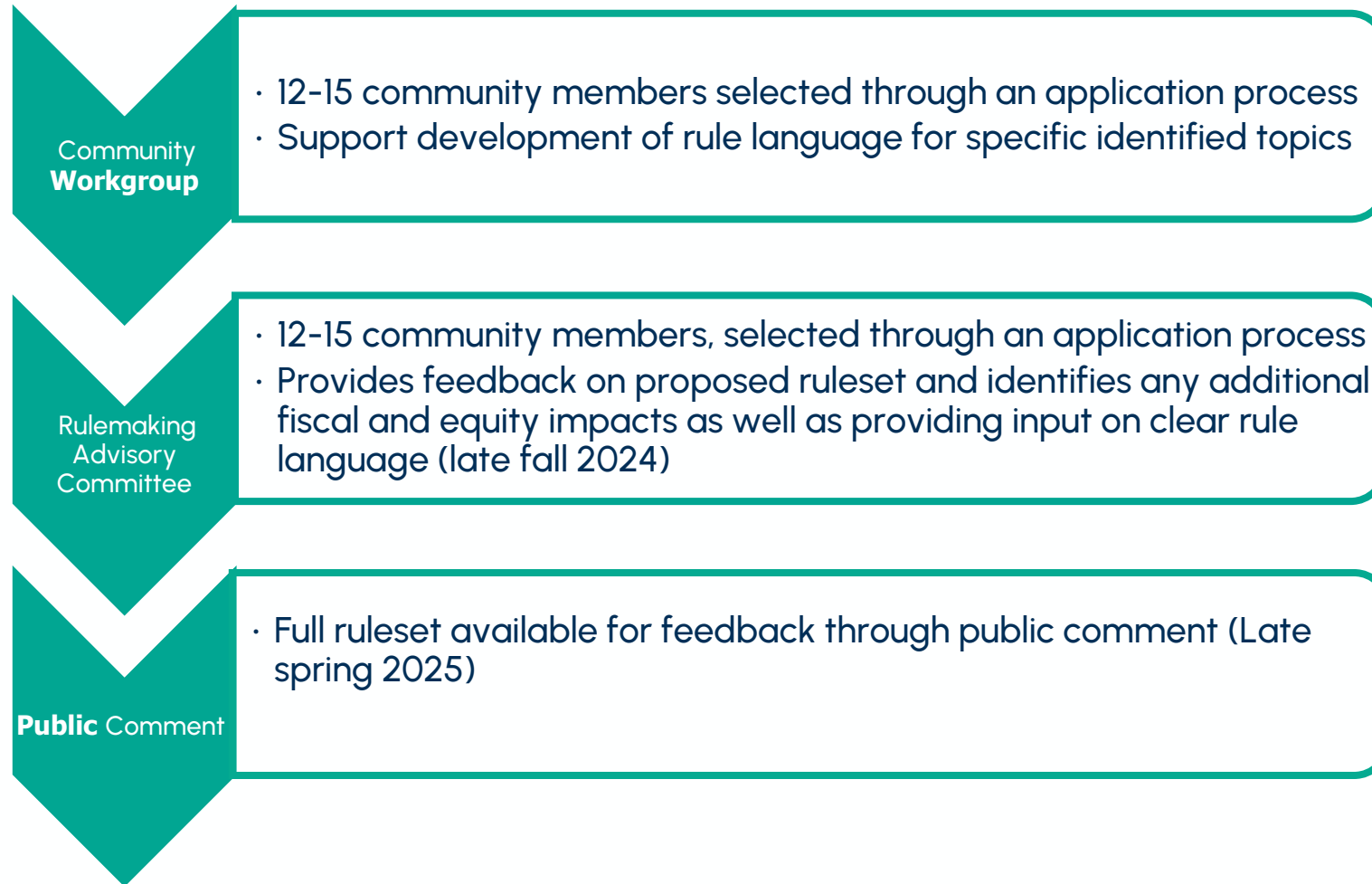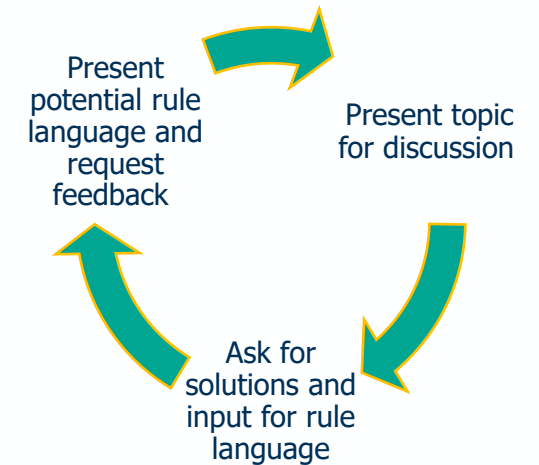10. Closing and next steps (5 minutes)

Group Norms

- Allow opportunities for all voices to be heard
  - *Take space, make space*
- Remain focused on the scope of the workgroup
- Be open for respectful discussion
  - *Have an open mind and ask clarifying questions to confirm understanding*
- Encourage and honor individual perspectives and truths
  - *All experiences are valuable and contribute to our shared understanding*
- Use the "raise hand" function or chat for comments
- Practice active listening
  - *Listen to understand and give time to reflect before responding*
- Seek commonality
  - *We may disagree-which is okay-but will be guided by our shared commitment*

Engagement & Rulemaking Process

Community Workgroup
- 12-15 community members selected through an application process
- Support development of rule language for specific identified topics

Rulemaking Advisory Committee
- 12-15 community members, selected through an application process
- Provides feedback on proposed ruleset and identifies any additional fiscal and equity impacts as well as providing input on clear rule language (late fall 2024)

Public Comment
- Full ruleset available for feedback through public comment (Late spring 2025)

Cycle of Feedback

Present topic for discussion

Ask for solutions and input for rule language

Present potential rule language and request feedback

Workgroup Scope and Format

❑ What is a Community Workgroup?

❑ Workgroup topics will be sent out prior to each meeting to help participants prepare for the discussion

❑ Workgroup members will provide feedback on where changes can be made. Some guiding questions and considerations:

  ❑ What are the potential impacts for those changes?

  ❑ How would this look in an outdoor environment? Keep in mind some programs are strictly outdoors.

  ❑ Balance possible financial impacts, available research on recommended best practice, and available resources

❑ CCLD will review the feedback to the proposed language

❑ CCLD will make changes based on previous meeting feedback

If other topics arise

How We Got Here

House Bill 2717 passed and requires DELC to create a pathway to license child care programs that primarily serve children in outdoor settings.

DELC is currently using Washington State's ONB administrative rules as a framework to develop Oregon's draft rule set.

We structured our rulemaking team to include licensing staff, staff who create technical assistance materials for CCLD, and policy staff.

The team is consulting with other units within DELC, as well as external partners to support the development of this rule set.

Timeline For Outdoor Nature-Based Child Care Licensing

Community Workgroup Application Recruitment Open

RAC Recruitment Will Begin

Rules Will be Presented to the ELC for Adoption

April–June 2024

November 2024

July 1, 2025

February-March 2024

Late Summer

Spring 2025

Community Workgroup will Take Place

Rule Advisory Committee (RAC) Will Take Place

Rules will be Effective

Discussion Topics

Defining Outdoor Nature-Based Program

Proposed Draft Definition for an Outdoor Nature-Based Program:

Thoughts on how many currently operating programs are utilizing indoor space for any purpose?

DRAFT DEFINITION

"Outdoor nature-based child care" means an agency or agency-offered program that:

I.   Enrolls only preschool through school-age children;

II.   Provides child care to children in a primarily outdoor natural space approved by the Department;

III. Teaches a nature-based curriculum to enrolled children;

An outdoor nature-based child care may use indoor space of a building on an occasional basis as approved by the Department. The building must be approved by the local building department, environmental health, and fire marshal for that particular use. The program must submit all approvals to the Department when seeking approval for use of the indoor space.

Occasional use is defined as a use other than regular, daily use and includes, but is not limited to: Use due to severely inclement weather conditions, "emergency use" due to hazards, severely inclement weather, the need to shelter in place, or other conditions that preclude normal outdoor program operations, or meeting the biological needs of children and staff with indoor bathroom facilities.

Communication Requirements

If an ONB program is strictly outside, how will parents/guardians be notified of their child's location for alternate schedule arrangements (late arrival/early pick up)
- What forms of communication do you use?
    - If cell phones are used, is there concern about cell coverage or dropped calls?
    - Are there additional considerations for an outdoor environment?

Are there any special considerations for school-age children who may arrive or leave an ONB program without a parent/guardian?
    - Do you anticipate children coming to your ONB program unaccompanied without an adult?

Items Available to View

Items that need to be posted:
- License
- Planned field trips, showing the date, times, and place of each excursion
- When there is a restrictable disease
- Handwashing procedures
- Serious complaints, serious non-compliance letters, current or pending legal action or sanctions

Posting requirements in each "classroom":
- Emergency numbers (911, local law enforcement, fire department, etc.)
- Emergency evacuation and relocation diagram
- Classroom schedule and activity plans
- Menu and children's dietary restrictions, allergies
- Applicable ratios and group sizes

How Could This Look in an Outdoor Environment?

Required Notifications

Certified child care center rules require immediate notifications to parents or emergency contacts:

How would you be able to immediately notify parents?
- Examples of parent/guardian immediate notifications include:
  - If a child becomes ill while in care.
    - How will they be separated from other children until their parents/emergency contacts arrive?
  - A child who is lost, missing or left alone at the ONB location.
  - Sustains an injury that may need evaluation by a physician or any impact to a child's head.
  - Has experienced any suspected allergic reaction
  - Is bitten by an animal (including insects) and needs to be evaluated by a physician.
  - Was not administered medication correctly
  - Received emergency medication for a life-threatening condition (Epi-Pen)

Five Minute Break

Program Records

A certified child care center must maintain records for 2 years.

How do you store the following:
- Staff and children's records/files
- Daily attendance records
- Emergency preparedness drills
- Parent permissions
- Documentation when medication has been administered
- Child abuse and neglect reports made to the Department of Human Services, Child Welfare or law enforcement
- How are allergies documented and allergy plans maintained?

Program Policies

Certified child care center rules require programs provide written information to parents, staff, and volunteers. Those include:

Name, business address, and business telephone number of the person who has immediate responsibility for the daily operation of the ONB program.
- Should physical location be included in this requirement?
  - If the ONB program is strictly outside, how would you recommend physical location be determined?
  - How could this requirement be worded to make the most logical sense?

How do arrival and departure procedures look in your program?
- Any special considerations for ONB programs?

Program Policies Continued

Certified child care center rules require programs provide written information to parents, staff, and volunteers.

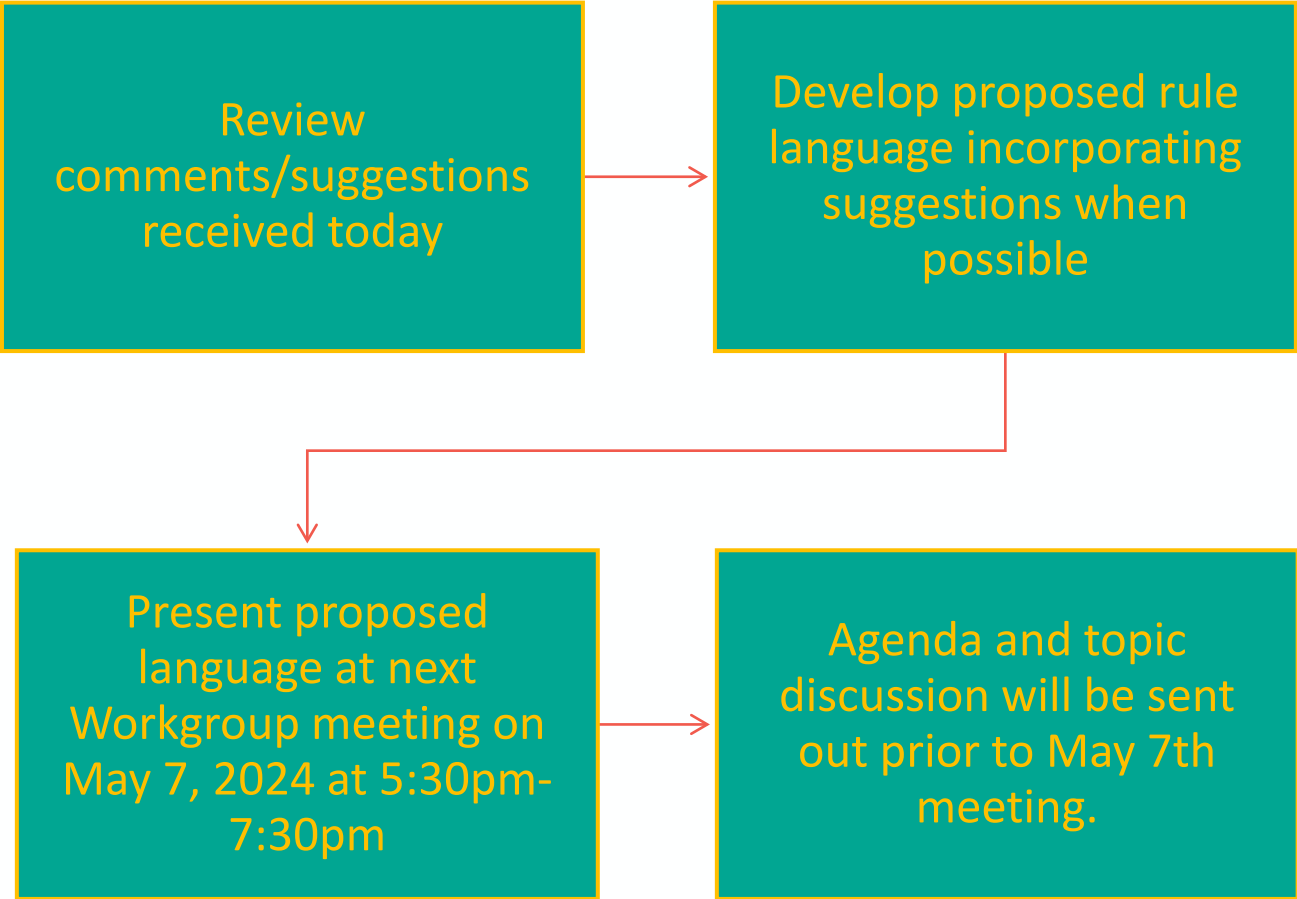Do your policies cover items parents/guardians must provide?
- Examples: Extra clothing, food, insect repellent, sleeping equipment/sleeping bag
- What policies are you providing to families?
- Do you have policies that explain the nature-based approach or nature-based curriculum?
- Are there specific items you would suggest adding in rule?

Do you have written policies that cover the following?

- Risky play, such as climbing natural features, using sharp tools, campfire activities?
- Protection from animals, wildlife and potential hazards (dangerous flora or fauna, or landscaping hazards)
- Procedures for a missing child?

Next Steps

Review comments/suggestions received today

Develop proposed rule language incorporating suggestions when possible

Present proposed language at next Workgroup meeting on May 7, 2024 at 5:30pm-7:30pm

Agenda and topic discussion will be sent out prior to May 7th meeting.

Contact Information:
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Next Meeting:
Tuesday May 7, 2024
5:30 pm-7:30 pm

Thank You