

# Welcome to Child Care Connect NB

# STEP BY STEP GUIDE FOR FAMILIES

New Brunswick's goal is to ensure that families have access to a high-quality, affordable, and Early Learning and Child Care system that they can rely on and where every child receives the necessary services to reach their full potential.

- Located on the Parent Portal, Child Care Connect NB is a secure tool offered by the Department of Education and Early Childhood Development (EECD).
- ★ Families can submit a Child Care Connect NB request based on their current and future child care needs.
- If or when a licensed Early Learning and Child Care operator has a space available that may meet your needs, they can send you a request to connect.
- \* Identifying information about you or your child is not visible to the operator.
- ★ You decide if you want to respond to the operator or wait for another match.

## STEP 1

Visit the Parent Portal

(gnb.ca/parentportal) to sign in and create a Child Care Connect request.

If you have not already created an account for the EECD Parent Portal, you will need to register first. After you register, an email will be sent to you requesting that you confirm your email address.

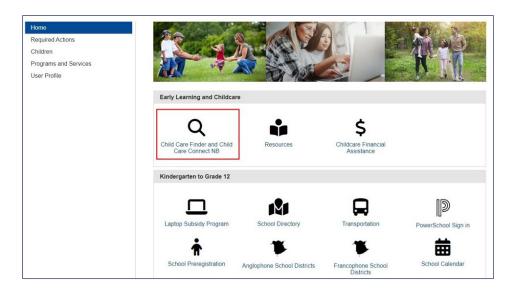
Welcome to the Parent Portal



The Parent Portal is a secure tool that gives parents access to online services and information about education and early childhood services Parents can stay connected through direct communications from the department as well as access to online resources for early learning, childcare and kindergarten through Grade 12.One account and one place to manage it all. Sign in or register today. Register Sign in

## STEP 2

Once you are signed in, select Child Care Finder and Child Care Connect NB and then select Create a Child Care Connect Request.



Child Care Finder and Child Care Connect NB

### **Finding Child Care**

The Child Care Finder and Child Care Connect NB are services dedicated to helping families throughout their child care journey. By utilizing these resources together, you gain the ability to make well-informed choices, providing reasurance and a smooth pathway to finding the best care for your child.

#### **Finding Child Care**

Begin your search by using Child Care Finder. This intuitive, map-based tool allows you to easily explore licensed early learning and childCare options within your community. Find detailed profiles of each operator, including space availability, and identify the best match for your family's needs, all in a few easy steps.



#### Find Your Match with Child Care Connect NB

Child Care Connect NB helps families by connecting them with child care providers offering available spaces that meet their unique needs within their communities. The data collected through Child Care Connect NB also helps the Department of Education and Early Childhood Development decide where new child care spaces need to be created.

Create a Child Care Connect NB Request

You will need to collect the following information about your child:

- Legal Name and Date of Birth
- Medicare number and full name on card
- New Brunswick Education Number (NBEN)

If you do not have a Medicare or NBEN number for your child or if your child has not been born yet, please continue with registering your child. Someone from the Department will contact you for verification purposes.

## STEP 3

Verify or add your address and contact information.

Child Ca	are Connect NB				
To proceed v	with creating a Child Care Connect NB request, please complete the following	steps:			
-	Collect the Necessary Information				
	You will need the following information about your child:				
	Legal Name and Date of Birth     Medicare Number and Name OR     New Brunswick Education Number (NBEN)				
	If your child has not been born, you will be able to create a Child Care Conne born.	ct NB request and will be asked to provide the information above once they have been			
	If you do not have an NBEN or Medicare number, please proceed and some	ne will contact you for verification purposes.			
	Provide Details				
2	Provide details for where and when your child will require Early Learning and	Childcare Services.			
	Monitor your e-mail for a potential Child Care Connect NB match from an Op	arator in your community.			
3	Child Care Connect NB				
	When there is a potential match between your childcare needs and an operal directly, accompanied by their contact information. It will be your responsibility	or, you will receive an e-mail from the Parent Portal asking you to contact the operator to contact the operator and determine if the match will meet your needs.			
To create a (	Child Care Connect NB request, you will need a Parent Portal account.				
	Sign In	Create an Account			
	Sign in	Register			

	our address and contact in		ct. I Early Childhood Education to contact you	if needed, and assist in the research and	development of programs
nd services. Your a	address and contact inform	nation will not be pr	ovided to Operators of Early Learning and	Childcare facilities.	derelopment of program.
Name & Email					
Name Email	Rice, Rebecca	@gmail.com			
Update Name	Change Email	0,			
Address					
Civic Address	250 KING ST FREDERICTON NB E3B 9M9				
Mailing Address	Mailing address is the s	ame as civic addre	55.		
Update Address					
Phone Numbers					
	Туре		Number		
Primary	Mobile		(506) 455-	Edit	Delete

## STEP 4

If you have previously registered a child on the Parent Portal you will be able to select their name from your list.

If you are registering a child for the first time, select **Add a Child**.

If you are creating a request for an unborn child, select **"My child has not been born yet."** 

You will be able to Create a Child Care Connect Request and contact EECD to update the child's personal information after they are born.

ild Care Connect	NB Request Please choose a child to add to Child Child	d Care Connect Date of Birth	NBEN ③	
equency		2024-01-01	1758493	
	Next Cancel	Add a Child		

When registering your child, simply follow the steps and input your child's name, date of birth and Medicare number or NBEN. Your child's information will be stored safely and securely.

dd Child Profile	How would you like to uniquely identify your child? *
Identification Method	Medicare Number     Medicare Number     Models and the accessed by the Department of Education and Early Childhood Development. The number and full name must exactly match     mame displayed on the card.     New Brunswick Education Number     If the child is emploind in the New Brunswick school system, they may already have been assigned a New Brunswick Education Number     If the child is emploind in the New Brunswick school system, they may already have been assigned a New Brunswick Education Number     Idon't have Medicare Information or a New Brunswick Education Number (NBEN) and need help     Next     Cancel

## STEP 5

Complete a Child Care Connect request by indicating your frequency, your preferred start date, and the days of the week you will require child care

Child Details	When do you require childca	re services to begin? *				
Frequency	Immediately	~				
Preferences	Does your child require child	Does your child require childcare on a regular schedule every week?*				
	<ul> <li>Yes, my child will attend the same days every week</li> </ul>					
	<ul> <li>No, my child only needs to</li> </ul>	No, my child only needs to attend on a drop-in basis				
	What days of the week do you prefer your child attend? *  Select All					
	Day	AM	PM			
	Monday		2			
	Tuesday					
	Wednesday					
	Thursday					
	Friday					
	Are you willing to receive an offer for only some of the days you have selected? * • Yes • No					
	Previous	t Cancel				

Identify your child care preferences.

Child Details	Which communities do you prefer for childcare? * Please choose all that apply
requency	Fredericton (Downtown) ×
	× Fredericton (North-East)
references	× Fredericton (North-West)
	View Map of Communities
	Do you want to limit your request to Designated Facilities only? * Information about Designated Facilities
	• Yes
	○ No
	What types of Childcare Facility are you looking for? *
	Childcare Centre
	✓ Home
	Which language of service are you looking for? *
	English
	French
	Which of the following services would you prefer to be offered? Please choose all that apply
	✓ Food Services
	Early Drop-off
	Late Pickup
	Extended Hours (past 8pm)
	Overnight Services
	Transportation
	Are there any additional notes that you would like to provide?
	The information that you have provided will be made available to operators of Early Learning and Childcare Facilities in New Brunswick. Your name, address, contact information, and the name of your child will not be provided to the operators.
	When there is a potential match between the information that you have provided and an Operator of an Early Learning and Childo facility, you will receive an email from the EECD Parent Portal asking you to contact the Operator directly. The email will contain the
	acting, you will be even an email norm the EECD Parent Portal asking you to contact the Operator directly. The email will contact the operator and determine if the match is
	acceptable.
	Previous Save Cancel

## STEP 6

Once you have clicked **Save**, your child(ren) is now active on Child Care Connect.

You can update your child care needs or remove your child from Child Care Connect at any time.

If you wish to continue your search for child care, you can select the **Child Care Finder and Child Care Connect NB** link to learn more about licensed early learning and childcare facilities in your community, view contact information and facility inspection reports, and see if they have any spaces available.

Home	Programs and Service	es				
Required Actions		Include inactive Programs and Services				
Children	Child Care Connect NB					
Programs and Services	Child	Preferred Start Date	Expiry Date	Status		
User Profile	Ivy Rice	Immediately	2024-10-13	Active	Details	
	Available Programs and Ser	vices				
	Q	\$	÷			
	Child Care Finder and Child Care Connect NB	Childcare Financial Assistance	School Preregistration	Laptop Subsidy	Program	
	Care Connect ND	Assistance				

A Child Care Connect Request will be active for 4 months from the preferred date selected. Families will receive an email notification advising them when the request is going to expire. Families must update their request details if they want to remain on Child Care Connect.

If you have any questions regarding the Parent Portal and Child Care Connect NB, please call Monday to Friday from 8:30 am to 4:30 pm or email us.

Department of Education and Early Childhood Development:

1 833 221-9339 EECDPortal-PortailEDPE@gnb.ca

