

In addition to the requirement contained in section 81(1) (c) (1) of the Act, an application referred to sub regulation (1) must be accompanied by the following documents:

**(A) A BUSINESS PLAN containing:**

- (1) The business hours of the partial care facility;
- (2) The fees structure;
- (3) The day care plan;
- (4) The staff composition including an exposition of the staff members' prescribed and other skills with supporting documents and copies of any qualifications of the staff members that would enhance partial care of children; and
- (5) The disciplinary policy, HIV & AIDS policy, admission policy, and children with disability policy.

**(B) THE CONSTITUTION of the partial care facility which must contain the following information:**

- (1) The name of the partial care facility;
- (2) The category or categories of children it will cater for;
- (3) The composition, powers and duties of management;
- (4) The powers, obligations and undertaking of managements to delegate all authority with regards to care, behavior managements and development of children to head the partial care facility, where applicable;
- (5) The procedure for amending the constitution; and
- (6) A commitment from the management to ensure compliance with the national norms and standards for partial care facilities reflected in Annexure A