



Welcome to Simcoe County Community Action Program for Children (CAPC) & MotherCare!

Dear Families:

We serve pregnant participants and families with children 0-6 years old. All programs are free to eligible families living in Simcoe County. We are excited to have you and/or your family join our programs. Please take a look at the information below and connect with us if you have any questions.

We Offer:

Friendly and supportive drop-in groups multiple times during the week. Please see program information below:

1. **MotherCare Program:** For *pregnant participants (up to 6 weeks postnatal)*, to support healthy pregnancy, birth, early development. MotherCare includes referrals, education support, nutrition information, parenting education, support, Public Health Nurse and Dietitian support. This group can support you with access to prenatal vitamins and a weekly grocery gift card.
2. **Next Step Program:** For *participants with children from birth to 6 years* to support healthy early child development. Next Step includes referrals, education support, nutrition information, parenting education and support, information on safety, infant mental health, and more. If your child is **up to 36 months old**, this group can support you with a weekly grocery gift card.
3. **Children's Programs:** For *participants with children from birth to 6 years* to support healthy growth. Programs include early screening and referrals, high-quality children's programs, promote school readiness, activity kits, and offer low/no-cost activities you can do with your children.
4. **CAPC:** For *participants with children from birth to 6 years* to support parent and child relationships. Programs include, referrals, education support, parenting education, nutrition information, food skills, and more.
5. **Young Parent Program:** For *participants who are under the age of 26 and pregnant or parenting* to access education support, parenting support, nutrition information, referrals, and more.
6. **Newcomer Program:** For *participants who are new to Canada*, offers a MotherCare and Next Step group for families who are Newcomers to Canada. Programs also include referrals, school readiness, support on navigating the Canadian system.
7. **CAPC Garden Program**
8. **CAPC Social Media Connections:** Join Simcoe County CAPC-CPNP on Facebook and Instagram to learn about upcoming activities, helpful information, contests, and more. Facebook: <https://www.facebook.com/simcoecountycapc> and Instagram: <https://www.instagram.com/simcoecountycapc/>

Eligibility

- Simcoe County CAPC & MotherCare is funded to support families who have unique needs as a result of living on low-income, being new to Canada or being a young parent. Participants must live in Simcoe County, and must be pregnant or parenting at least one child 0-6 years old.
- Information is required to confirm that you qualify for CAPC programs or activities. A CAPC Program Facilitator will ask a set of questions over the phone to determine if you are eligible.
- If your situation changes and you no longer qualify for CAPC programs/activities, we ask that you share with a CAPC Program Facilitator right away.
- Please review the CAPC Program Expectations and Consent Information Document for more details on program expectations and how we collect, store, and share your personal information.

If you have any questions or concerns about this letter or our services, please contact us for more information by phone at: 705-733-3227 ext. 2236 or email at capc@catulpa.on.ca.

Sincerely,

Simcoe County CAPC & MotherCare



Simcoe County CAPC/CPNP is locally sponsored by
Catulpa Community Support Services
165 Ferris Lane, Barrie, Ontario, L4M 2Y1 705-733-3227 www.catulpa.on.ca
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Simcoe County Community Action Program for Children (CAPC) & MotherCare Expectations

General Program Expectations

By joining CAPC programs/activities, you agree and understand:

- Registration is required to participate in CAPC programs/activities.
- Information is required to verify your eligibility for CAPC programs/activities, which will be kept in a secure database.
- To respect the privacy of others by keeping what is said at CAPC programs/activities confidential.
- To be careful with your language and topics that may not be appropriate to all listeners.
- CAPC staff have a duty to report any time they suspect that a child is being abused. This duty applies at all times, including online, on the phone, and in person.
- To treat others with respect, without judgement of different personal features like marital status, culture, race, sexual orientation, financial status, or opinions.
- Selling and advertising is not allowed during CAPC programs/activities, and you agree not to sell or advertise during CAPC programs/activities.

Online Program Expectations

By joining online CAPC programs/activities, you agree and understand:

- You are consenting to share information (such as your screen name) with other people in the meeting. You agree to be mindful of what you share online, knowing that privacy is limited.
- Participating from a private space can allow more privacy - check your surroundings before logging on with the awareness that others in the chat can see you and your surroundings.
- Teleconferences, such as Zoom meetings, and social media forums are not private. CAPC staff will not discuss private information by teleconference, email or text. A telephone conversation from a private space is the best way to have a personal conversation. CAPC staff will also be in a private space when they are in contact with you.
- You will not take pictures or make recordings while attending a virtual CAPC programs/activities.
- Participants may be muted in virtual meetings to eliminate background noise.
- Program staff are not allowed to use social media accounts to connect with participants.

In-Person Program Expectations

By joining in-person CAPC programs/activities, you agree and understand:

- Your child's health and safety is your responsibility during all CAPC programs/activities.
- Health Unit guidelines must be followed, such as social distancing, self-isolation, use of Personal Protective Equipment (such as a mask), etc. as shared to you by the Program Facilitator.
- To stay home when you are sick, or keep your child(ren) home if they are sick. Please be at least 24 hours clear from vomiting, diarrhea and fever before coming to CAPC programs/activities.
- If you or your family member have symptoms of Covid-19 or have been exposed to someone with Covid-19, or have been out of the country in the past 14 days, please consult with a health care provider AND the CAPC Program Facilitator before attending any CAPC programs/ activities.

- Taking pictures or making recordings of yourself and your own family is allowed during in-person CAPC programs/activities.
- Facilities such as washrooms, water, and food may not be available at CAPC programs/activities locations (such as community gardens). Please plan ahead to make sure your family's needs are met.
- Please take a break from smoking during CAPC programs/activities. If you have difficulties with this, please speak to the Program Facilitator for other options.
- CAPC staff are not permitted to transport participants or their children.

Your feedback is always welcome. If you have any comments or questions about CAPC programs/activities, including the Program Expectations, please feel free to speak to a Program Facilitator in your area or contact the program administration at (705) 733-3227 ext. 2236 or 1-877- 803-3227 ext. 2236.

Visit the Catulpa Community Support Services website to learn about our “Rights of Persons Served”, “Complaint Policy”, and “Privacy Policy” at www.catulpa.on.ca.



Simcoe County Community Action Program for Children (CAPC) & MotherCare Consent Information

Information about Participating in CAPC & MotherCare Programs and the Collection, Storage, and Sharing of Your Personal Information

The Simcoe County Community Action Program for Children (CAPC) and the Canada Prenatal Nutrition Program “MotherCare” (CPNP) programs are hosted by Catulpa Community Support Services.

1. CAPC/CPNP is funded to support families who have unique needs.

These unique needs are a result of living on low-income, being new to Canada or being a young parent. Participants must live in Simcoe County, and be pregnant or parenting at least one child up to 6 years old. All programs are free and voluntary.

-**MotherCare** (CPNP) is limited to people who are pregnant (and up to 6 weeks post-natal).

-**Next Step** (CAPC) is limited to people who have at least one child under 36 months old.

-**Other CAPC Programs** are limited to people who have at least one child up to 6 years old.

2. Participant data is collected and stored by Catulpa with your consent.

In order to verify eligibility to participate in CAPC programs/activities, **we require the adult participant’s name, participating child(ren)’s date(s) of birth (for CAPC programs) or expected date of birth (for CPNP programs), and the amount of the family’s annual income.** You may choose to provide some, all, or none of the additional details, and you may participate in CAPC programs even if you choose not to provide this additional information.

The following personal information is confidentially collected and stored with participant consent:

Names and dates of birth of all participants, including children; Family income sources and amounts; Pregnancy status and due date; Pregnancy outcome (including health and weight of baby, breastfeeding, etc.); Demographic data about participants, including status as an Indigenous person, country of origin and date of arrival in Canada; Social factors such as participant level of education, housing, community and social resources accessed etc.; Program attendance; Testimonials willingly provided about the program; contact information including phone, email, address, etc.

It is your right to access the personal information that we store about you. You may make this request to any CAPC staff member.

3. Participant data is shared in limited circumstances.

Your personal information may be shared with other members of the Catulpa team, including students and volunteers, but it will always be treated respectfully and confidentially.

Your identifiable personal information (name/date of birth) will not be intentionally shared with any other person or agency without your consent. Your anonymous data (statistics and/or testimonials) may be shared with funders, community members, and other stakeholders for the purposes of program reporting, evaluation, funding, promotion, measurement, and planning. It is important that you are aware of the limits to confidentiality:

- We must report any time we suspect that a child is being abused.
- We don't treat as confidential any information about a person who is in imminent danger of causing death or serious bodily harm to themselves or another person, and we will take reasonable steps to avert the danger.
- Your personal information may be released under court order.
- We request that all participants respect each other's privacy, but you must consider that all information you share with other participants during CAPC program/activities may be shared publicly.

Your feedback is always welcome. If you have any comments or questions about CAPC programs/activities, including the Program Expectations, please feel free to speak to a Program Facilitator in your area or contact the program administration at (705) 733-3227 ext. 2236 or 1-877- 803-3227 ext. 2236.