



Human Resources and Social Development
Minister's Office

1/
Issue No. 54694
Date: 13/03/1443
Attachments: 1 Regulation



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Ministerial Decision

Minister of Human Resources and Social Development,

Based on the powers granted to him by law,

And after reviewing the provisions of Cabinet Resolution No. (45) dated 27/02/1432 AH. And based on the approval of the Ministry of Interior No. (53523) dated 29/2/1443 AH, on the draft regulation for private childcare centers.

And based on what was presented by His Excellency the Deputy Minister for Social Development. In view of what is required by the public interest.

The following is decided:

First: Approval of the regulatory controls for private childcare centers, as amended and attached to this decision.

Second: These controls are published on the Ministry's website, and they come into effect from the date of their publication.

Third: Deputy Minister for Social Development shall take the necessary measures to implement it.

Allah bless

Minister of Human Resources and Social Development

//Signed//

M. Ahmed bin Suleiman Al-Rajhi



Human Resources and
Social Development

Regulatory controls for centers

Private Childcare

1443 AH - 2021 AD

Contents

1.0	Council of Ministers Telegram	4
2.0	Ministerial Decision	5
3.0	Chapter One: Definitions and objectives	6
	3.1 Article one:	6
	3.2 Article second	7
4.0	Chapter two: Requirements for the license applicant	8
	4.1 Article Three:	0
	4.2 Article Four:	0
	4.3 Article Five:	0
	4.4 Article Six:	0
	4.5 Article Seven:	0
	4.6 Article Eight:	0
	4.7 Article Nine:	0
	4.8 Article Ten:	0
5.0	Chapter three: Requirements to be met in Childcare centers	10
	5.1 Article Eleven:	0
	5.2 Article Twelve:	0
6.0	Fourth chapter: Conditions for admission to the center	14
	6.1 Article Thirteen:	0
	6.2 Article Fourteen:	0
	6.3 Article Fifteen:	0
	6.4 Article Sixteen:	0
7.0	Chapter five: Obligations of the supervising authority	15
	7.1 Article Seventeen:	0
8.0	Chapter six: Running the Center	16
	8.1 Article Eighteen:	0
9.0	Chapter seven: Center commitments	16
	9.1 Article nineteen:	0
	9.2 Article Twenty:	0
	9.3 Article Twenty One:	0
10.0	Chapter eight: The internal regulations of the center	17
	10.1 Article Twenty Two:	0
	10.2 Article Twenty Three:	0
11.0	Chapter Nine: Violations	18
	11.1 Article Twenty Four:	0
	11.2 Article Twenty Five:	0
	11.3 Article Twenty Six:	0

12.0	Chapter Ten: Final provisions	19
	12.1 Article Twenty Seven:	0
	12.2 Article Twenty Eight:	0
	12.3 Article Twenty Nine:	0
	12.4 Article Thirty:	0
	12.5 Article Thirty One:	0
	12.6 Article Thirty Two:	0
	12.7 Article Thirty Three:	0
	12.8 Article Thirty Four:	0

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1.0 Council of Ministers Telegram

Kingdom of Saudi Arabia
Office of the Presidency of the
Council of Ministers
(071)



Office of the Presidency of the
Council of Ministers
Outgoing number: 6879/b
Issue date: 30/03/1433
Attachments: 3 rolls

“Telegram”

His Excellency the Minister of Social Affairs

A copy to the Ministry of Interior

Allah bless him

A copy to the Ministry of Education

A copy to the Ministry of Finance

Kingdom of Saudi Arabia

A copy to the Ministry of Economy and Planning

Ministry of Social Affairs

A copy to the General Auditing Bureau

Incoming number: 36351

A copy to the General Secretariat of the Council of
Ministers

Date: 03/2/1932

Attachments: 2

A copy to the Council of Experts in the Council of
Ministers

A copy to the National Center for Documents and
Archives

Peace be upon you and Allah's mercy and blessings be upon you: -

We send you herewith a copy of Council of Ministers Resolution No. (45) dated 27/2/1432 AH

The judge shall:-

First: Ministry of Social Affairs is responsible for supervising and following up on the activities of private childcare centers and private social research and studies centers and issuing the necessary licenses for them.

Second: Ministry of Social Affairs shall establish the controls and conditions for licenses referred to in Article (One) of this decision, in agreement with the Ministry of Interior and in coordination with the relevant authorities, provided that when setting these controls and conditions related to licenses for private children's hospitality centers, what is stated in Cabinet Resolutions No. (187) dated 17/07/1426 AH and No. (120) dated 12/04/1425 AH.

Third: The activity of private childcare centers is limited to care and entertainment programs, according to rehabilitation and training programs to work in this field and benefit from the existing means of support and financing. And that these centers do not guarantee the educational curriculum prescribed in kindergartens of the Ministry of Education, provided that these centers are committed to preserving the good Islamic values and principles, and the Saudi customs and traditions.

And where the kind approval of the decision. We hope that it will be completed. And accept our greetings,,,,,

Ministry of Social Affairs

Minister's Office

Number: 1367

Date: 03/03/1433

Attachments:

Abdul Aziz bin Fahd bin Abdul Aziz
Head of the office of the Presidency
of the Council of Ministers

3.0 Chapter one: Definitions and objectives

3.1 Article one:

The following terms and expressions - wherever they appear in these regulations - shall have the meanings indicated before them unless Unless the context requires otherwise

Ministry

Ministry of Human Resources and Social Development.

Minister

Minister of Human Resources and Social Development.

Controls

Regulatory controls for private childcare centers.

Competent authorities

Entities authorized to issue licenses for the purpose of completing procedures, including the Saudi Standards, Metrology and Quality Organization, the Ministry of Municipal, Rural Affairs and Housing, Civil Defense, and Traffic.

Normal Person

It means individuals wishing to license childcare center.

Legal person

A group of people and funds that have an independent self-entity that aims to achieve a specific purpose, and has legal personality within the limits of this purpose.

Center

The National Childcare Center, licensed and supervised by the Ministry of Human Resources and Social Development, is dedicated to caring for children. It provides educational and recreational activities for a specific period of time during the day. It includes independent childcare, childcare in workplaces, and home childcare. Childcare in the Two Holy Mosques Mobile Childcare.

Headquarter

It is a place for the child to stay temporarily.

Home

It is the place of residence in which the business owner runs the home childcare headquarters.

Trailer (caravan)

Each vehicle without an engine is towed by another motorized vehicle (separated from the driving vehicle).

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Types of private childcare centers

1. Independent children's centers

An independent building dedicated to the care of children from newborns to ten years old, She works from 6 am to 10 pm.

2. Childcare centers in the Headquarter

An independent building or a headquarters within the legal entity from the age group from newborns to ten years and works according to the working hours of the facility.

3. Children's house childcare center

A place inside the house designated to provide house childcare service for the age group from birth to six years of age. Two rooms as a minimum for childcare, which operates from 6 in the morning until 1 in the evening.

4. Childcare centers to serve the children of pilgrims

Childcare centers for private children in the Two Holy Mosques (Makkah Al-Mukarramah / Al-Madinah Al-Munawwarah) from the age group from newborns to the age of ten years and operate 24 hours a day.

5. Mobile childcare centers

Mobile childcare centers using a trailer from the age group from one year to ten years old from 6 am to 12 am, with the exception of mobile childcare centers in the Two Holy Mosques, which operate 24 hours a day.

3.2 Article two:

These controls are intended to

1. Organizing licensing procedures and all kinds of childcare centers.
2. Providing care and entertainment programs according to rehabilitation and training programmes.
3. Preserving good Islamic values and principles, and Saudi customs and traditions.

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4.0 Chapter two: Requirements for the license applicant

4.1 Article Three:

First: The license applicant ,normal person, must have the following:

1. To be a Saudi citizen
2. The age shall not be less than eighteen (18) years.
3. Not to have obtained a license for a previous center that was closed for violation, unless at least three (3) years have passed.
4. He should not have been convicted of a crime involving moral turpitude or dishonesty, unless he has been rehabilitated.

Second: The applicant for a house childcare license must have the following.

1. To be a Saudi citizen
2. The age shall not be less than twenty-five (25) years.
3. That a final judgment has not been issued against her, convicting him of a crime involving moral turpitude or dishonesty, unless he is rehabilitated. 4- Not to have obtained a license for a previous center that was closed for violation, unless at least three (3) years have passed.
4. Not to be an employee in the government or private sector.
5. Her certificate shall not be less than the general secondary certificate.
6. To have an accredited training or educational certificate in the field of childhood.
7. Devoting her to work as a home caregiver at the headquarters full time

Third: An application for obtaining a license for a normal person shall be submitted with the following:

1. National ID data.
2. National address and place of residence.
3. Contact information, including e-mail and mobile phone number.
4. A sketch of the proposed center location, including neighborhood, street and building data.
5. In the event that the application for a license is for a childcare center, a requirement shall be added to provide the title deed of the house or the lease contract in which the owner of the headquarters resides for the home childcare center if the house is rented, taking into account the attachment of the lessor's written consent If the house is rented.

4.2 -Article Four:

First: The applicant for a legal person license must fulfill the following requirements:

1. To appoint a representative of his normal capacity.
2. He should not have obtained a license for a previous center that was closed for a violation, unless at least three years have passed since that.

Second: The application for a legal person license shall be submitted with the following:

1. Data of the commercial register or license or what proves its legal status in accordance with the regulations.
2. National address.
3. Contact information, including email and phone number.
4. To specify the name of his regular representative, and to provide a copy of his national identity.
5. A sketch of the proposed site including neighborhood, street and building data.
6. Social insurance certificate.
7. Certificate of the Department of Zakat and Income.

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4.3 -Article Five:

After submitting the application, the supervisory authority undertakes the following:

1. Studying the application, and ensuring that the initial conditions referred to in Articles Three and Four are met, and that the necessary justifications are complete. .
2. Checking the suitability of the proposed headquarters for the center.
3. Issuing a letter of initial approval valid for one hundred and eighty days - to enable the applicant to review the authorities Related to get the following:

First: General requirements for all types of centers

1. A certificate approved by the Ministry of Municipal, Rural Affairs and Housing (Municipal License).
2. A safety license from the Civil Defense indicating the availability of the required safety means.

Second: Additional requirements for some types of positions:

1. Childcare for children in the Two Holy Mosques:
 - A permit to open the center (24) hours, a valid license from the commercial activity licensing services from (Baladi) portal.

2. Children's Mobile Childcare Centers:

A- A certificate approved by the Saudi Organization for Standardization, Metrology and Quality stating that the trailer / caravan conforms to the relevant Saudi standard specifications.

B - Traffic license "Traffic Department approval" in terms of the trailer / caravan driver obtaining a commensurate driving license with the size of the vehicle, and the presence of a driving license for the vehicle.

- The Ministry has the power to extend the initial approval for a specified period for one time upon the expiration of the period specified in Paragraph (3) of this Article.

4.4 -Article Six:

In the event that the applicant fulfills all the necessary procedures mentioned in Article Five to operate the center, he will be granted Licensing by the Ministry.

4.5-Article Seven:

The center must take into account the highest standards of safety and security for children in the center's furniture, tools, basic equipment, recreational games and educational means, and ensure that they are suitable for each stage of their age.

4.6-Article Eight:

The center may not be opened, operated or advertised except after obtaining a license from the Ministry.

4.7- Article Nine:

The license period for the center is four years, starting from the date of its issuance, and it may be renewed for a similar period after ensuring the availability of all licenses established conditions and requirements.

4.8 -Article Ten:

The license renewal application for the center must be submitted at least ninety days before the expiry of its term. And fulfilling the notes that may be on the center and after the license has expired at the end of its term if its renewal has not been approved, and the center is subject to the penalties mentioned in these controls in the event that the center continues to operate after the expiration of the license without renewal.

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5.0 Chapter three: Requirements that must be met in private Childcare centers

5.1 Article Eleven:

The proposed headquarters for the center must meet the criteria and conditions determined by the competent authorities (Ministry of Social Affairs, Municipality, Rural and Housing, Civil Defense, Traffic, Saudi Organization for Standardization, Metrology and Quality).

5.2 Article Twelve:

First: Requirements to be met in the headquarters of the following centers (Childcare for independent children, Childcare at the workplace, Childcare in the service of pilgrims)

1. The area of the headquarters shall be in accordance with the minimum specified in the municipality's requirements
2. The area for each child should be according to the age groups mentioned in Article Fourteen.
3. Availability of health factors, good ventilation factors, and environmental cleanliness at the site.
4. Availability of security and safety factors in movement to and from the site.
5. The toilets should be suitable for the use of children, with a special place for the hygiene of infants in which Health and safety conditions are available.
6. The quality of lighting, ventilation and air conditioning, and the availability of hot and cold water in the toilet.
7. Preparing a special place for preparing meals for infants that meets health and safety conditions.
8. Preparing a special place for preparing meals for children of the age groups (second, third and fourth) inside the center, taking into account health and safety conditions.
9. An indoor games hall for childcare at the headquarter.
10. Shaded outdoor patio for a separate guesthouse.
11. A surveillance camera at the entrances of the center, in addition to a surveillance camera inside the center and another for the outer yard, all of which work continuously and record for a period of not less than thirty (30) days, Parents and technical committees in the ministry are allowed to view their recordings in the event of a complaint
12. Providing a first aid kit inside the center to be used in emergency cases containing gauze and antiseptic materials Wound sterilizer, thermometer for children, and hand sanitizer.
13. Fulfilling the standards and conditions set by the competent authorities.

Second: Requirements that must be met in the premises of the mobile childcare centers

1. Requirements related to the design of (trailer / caravan)

The use of a new and intact caravan / vehicle that conforms to the relevant Saudi standards, equipped with all the necessary equipment for hosting children, and providing its services while it is fixed, taking into account the controls stipulated in The Mobile Vehicle Operation Manual is as follows:

A- Using a new caravan/vehicle that is technically and operationally sound, and has obtained the approval of the Competent authorities with regard to the validity of the trailer structure and the metal used in its manufacture, and fulfilling the specifications technical required.

B- The design and implementation of the trailer by a specialized staff and periodic maintenance of the trailer to ensure its safety from any sudden breakdowns.

C- Taking into account the aesthetic element of the design of the trailer in a way that is commensurate with the purpose of its construction for the Childcare. In addition, Drawings / shapes that are added, shall be in accordance with the Islamic Sharia rules.

D- The vehicle / caravan must be tightly closed from the inside in order to prevent the leakage of dust, insects and harmful rodents, and it must also be equipped with sufficient lighting units, air conditioners to adjust the temperature / humidity suitable for children, and filters to purify the air inside the trailer.

E- The presence of surveillance cameras that operate continuously and record for a period of no less than thirty days, and the guardian and the Ministry are allowed to view their recordings at any time.

And that the vehicle / caravan is equipped with a door made of aluminum, in addition to a ladder / escalator that is protected on both sides to ensure the protection of the rise and fall of children.

G- The vehicle / caravan must be equipped with a drinking water tank that is cleaned and sterilized periodically.

H- The vehicle/caravan must be equipped with two ventilation windows protected by a metal mesh to combat insects.

I- The vehicle/caravan must be equipped with two tightly closed containers for collecting waste. The first container is for collecting used children's waste and disposing of it immediately, and the second container is for collecting food waste.

j- The vehicle/caravan shall be equipped with a wastewater collection tank that shall be emptied continuously.

K- Dimensions and weights shall be applied according to the approved Saudi standard specifications.

2. Requirements related to health aspects:

A- The use of safe and healthy furniture, furnishings, toys and tools that are suitable for the targeted age groups.

b- Availability of a special place for preparing children's meals, in which health and safety conditions are met at the highest level.

C- Clean the place as and when necessary, using special and safe tools and preparations.

D- Availability of a toilet equipped for children's use.

E- It is forbidden to park the vehicle / caravan in unpaved / asphalted ,dirt places, waste collection sites, or factories, or near gas stations.

3. Requirements related to security and safety:

A- The trailer must be completely separated from the driving vehicle and must not contain any devices / tools that pose a danger to the vehicle children.

B- Covering the floor and walls with layers of cork, cloth, or rubber in order to maintain the safety of children inside the trailer, taking into account that the furniture is fixed in place to ensure that it does not slip.

C- Absence of any sharp edges throughout the interior and exterior of the caravan.

D- Training the driver responsible for driving and who will take over the guard duty during working hours to know the proper ways to deal with emergency cases and provide first aid.

E- Provide a first aid bag inside the trailer to be used in emergency cases containing gauze and antiseptic materials Wound sterilizer, hand sanitizer, and thermometer.

F- Not moving/moving the trailer during the service period or if there are any children inside.

4. Requirements for prevention and protection from fires:

A- The presence of a powder type fire extinguisher, with a capacity of not less than 1 kg, to be used in emergency cases, to be installed next to The caravan/caravan entrance is 6l meters away.

B- Install at least one smoke detector that is integrated with the battery.

C- Composite materials in the vehicle/caravan must be fire-resistant for an hour.

D- The presence of an emergency exit marked with a red (exit) sign, and the force of its opening does not exceed 89 Newtons. It opens to the outside and it should be with Two doors with a width of (1.04 meters).

5. Requirements related to the location of the (trailer / caravan):

A- Exercising project activities in the specified location approved by the secretariats and municipalities.

B- Places allowed implementing the project: Places of entertainment, celebration sites, wedding halls, university buildings, public hospitals, commercial complexes and public markets, public parks and gardens, sacred sites and the like, "provided that this does not negatively affect traffic."

C- The work of these mobile trailers shall be away from the roads for the safety of children, and shall be in parking lots with enough areas.

d- Taking into account the cleanliness of the place and not causing any inconvenience to others.

E- Attending to and leaving the place during the period permitted by the Traffic Authority.

F- Not to move from one site to another without obtaining the approval of the municipality.

6. Requirements related to the vehicle and its driver:

A- The driver of this vehicle used in this activity must have a driving license that qualifies him to drive it.

B- The vehicle must be registered with the competent traffic department in accordance with the traffic law and its implementing regulations.

Third: Requirements that must be met at the headquarters of the Children's Home Childcare Center

1. The owner of the premises undertakes to provide all services for children and their suitability

2. House childcare premises must fulfill the following conditions:

- To have at least two rooms - dedicated to providing house childcare service.
- The headquarter shall have an entrance and exit separate from the house, provided that it is close to the exit of the house.

- The furniture, tools, basic equipment, educational aids, and recreational games should be purposeful, suitable for each stage of the children's age, and not threaten their safety and health.
- Carrying out emergency maintenance and repairs, and committing to regular maintenance to ensure the safety of the children's home.
- Prepare the floors so that they are suitable for children, for example, but not limited to: (vinyl floors or foam floors).
- There shall be attached a toilet suitable for the use of children, with the preparation of a special place for the hygiene of infants and another place for the preparation of meals for infants that meet health and safety conditions.
- The quality of lighting, ventilation and air conditioning, and the availability of hot and cold water in the bathroom.
- Placing electrical outlets and sockets in a place high from children, with a height of not less than (1) one meter.
- Place appropriate barriers at the top and bottom of the stairs to prevent children from falling.
- Keeping the house free of animals, contracting with an insecticide company to combat insects and rodents, and spraying these pesticides during non-official working hours so that children are not directly exposed to the danger of these pesticides.
- The capacity must be suitable for the number of children, as stipulated in Article Fourteen.
- In the event that there is an outdoor playground for playing attached to the area designated for the childcare, it must be:
 1. Isolated from the rest of the house and appropriate to the age group for which childcare is provided.
 2. It is easily accessible from the childcare center.
 3. Children are not allowed to go out into the outdoor yard except under the supervision of a responsible caregiver.
- In the case of the headquarter is an apartment, there must be an internal space isolated from the rest of the house and appropriate to the age group for which the childcare is provided.
- The presence of a first aid box inside the headquarters on an ongoing basis and that it be equipped with basic health supplies with a recent and renewable date, for example, but not limited to (bandages, pain reliever, fever reducer, thermometer for children, hand sanitizer)
- The presence of a surveillance camera at the entrances of the house in addition to a surveillance camera inside the house of childcare and another for the outdoor yard, all of which work continuously and record for a period of not less than 30 days, and the mother / or the ministry is allowed to view her recordings in the event of a complaint.
- Placing a plate on the exterior door of the house showing the existence of a house childcare activity in the

house and the license number.

- Provide fire extinguishers (powder) for every 100 square meters or if the distance exceeds 22.9 from the farthest point in the area.

Fourth: Health and safety controls in dealing with children for all types of Childcare

1. The prior written consent of the child's guardian - or guardian - must be obtained on the type and times of food, in the event that meals and food items are provided by the house childcare headquarters for children within the headquarters of all age groups, including infants.
2. Keep a record showing whether the boy- or the girl - suffers from any allergy to some components of foods or any allergies of any kind.
3. Prior written consent of the child's guardian - or guardian - must be obtained in the event that tools are provided Child hygiene.
4. Giving the child the therapeutic medicines should be under the direct supervision of the owner or director of the childcare and what is provided by the child's guardian or parents- and with her prior written consent, explaining in it
The name of the medicine, the reason for use, the dose, and its times.
5. The existence of a clear plan in the event of an injury to the child or the occurrence of any emergency, and obtaining a written letter of approval from one of the parents or guardian to transfer him to the hospital.
6. Dealing with children inside the headquarters is limited to the occupational staff, and therefore it is not permissible in any way and under any circumstances to deal with children by any person other than the caregiver, whether it is a family member of the owner of the headquarters who lives in the same house in which the house childcare headquarters is located or Those who are not related to the activity And they don't work in it.
7. The owner of the house childcare facility must record the injuries that may occur to children in a special register to be specified in it Type, time and date of the injury, the one who caused it, and the action taken in this regard.
8. In the event that the headquarters provides personal tools for children, each child must have his own personal tools with it
9. Provide the child's guardian or legal guardian with a monthly report showing the child's behavior and the skills that the child has mastered during his stay in the childcare center.

6.0 Chapter Four: Conditions for admission to the centers

6.1 Article Thirteen:

Childcare in children's private centers

1. Continuous Childcare Subscription - monthly - yearly
2. Temporary Childcare - by the hour / day.

Childcare in children's home centers is as follows

1. The working hours shall be determined by the owner of the premises, in accordance with the working hours specified in Article Two, taking into account the provisions of the labor system with regard to the working hours of female caregivers.
2. The owner of the house childcare may determine the acceptable age group for children in accordance with the available space, provided that the number does not exceed ten children in the home guesthouse and that the privacy of the home is taken into account.

6.2 Article Fourteen:

Children are distributed in childcare centers for children covered by the services, and the space is divided according to their age stages. So that the space allocated for one child is not less than:

#S	Class	Age	Area
1	First Dose	Newborns to before the second year	The area allocated for one child is 1.4 square meters of the room area
2	Second Dose	From the second year to before the fourth year	The area allocated for one child is 1.8 square meters of the room area
3	Third Dose	From the fourth year to the age before a Sixth Dose	The area allocated for one child is 2 square meters of the room area
4	Fourth Dose	From the sixth year to the age before a Tenth	The area allocated for one child is 2 square meters of the room area
Each category shall have its own programs and appropriate means for their implementation			

6.3 Article Fifteen:

The staff of the center consists of the following:

1. Director.
2. A caregiver for all species except the home-based host as follows:
 - A- A female caregiver for every (four) children of the first category stipulated in Article Fourteen of this controls.
 - B- A female caregiver for each (eight) children of the second category stipulated in Article Fourteen of this controls.
 - C- A caregiver for every (ten) children of the third category stipulated in Article Fourteen of these controls.
 - D- A female caregiver for every (fourteen) children of the (fourth category) stipulated in Article Fourteen of this controls.
3. A caregiver in a home-based setting is as follows:
 - A- A caregiver for every (two) children of the (first category) stipulated in Article Fourteen of this controls for childcare house)
 - B- A female caregiver for each (three) children of the (second category) stipulated in Article Fourteen of this Controls (for childcare house).
 - C- A caregiver for each (five) children of the (third category) stipulated in Article Fourteen of these controls (for childcare house).
4. A cleaning lady for every (twenty) children, whose task is limited to cleaning work only, and it is not permissible to assign her any other tasks related to child care, and a cleaning lady for every (ten) children in the house childcare headquarters, and one cleaning lady for each (trailer) with regard to mobile childcare Centers.
5. Commitment to setting appropriate procedures for security guards or using electronic security systems that guarantee the entry of only authorized persons, whether workers or beneficiaries of the center's services (children and their parents).
6. His escort to serve children and ensure their receipt and delivery in the event that the center provides a means of transportation from and to the center.

6.4 Article Sixteen:

In all types of childcare , it is required that a file be opened for each child upon registration, provided that the following are deposited in it:

1. A copy of the birth certificate, or a copy of the family register and a copy of the valid passport or residence permit for non-Saudis.
2. The family's national address and means of communication, including a mobile phone number.
3. A health certificate or a medical report proving that he is free from communicable or infectious diseases, intractable epilepsy, mental or behavioral disorders that pose a danger to himself or others in the event that the childcare is continuous, but if it is temporary, it is sufficient to fill out the health status disclosure form prepared by the center.

7.0 Chapter five: Obligations of the supervising authority

7.1 Article seventeen:

The supervising authority assumes the supervisory role over childcare centers by carrying out the following:

1. Registration and licensing of private childcare centers.
2. Supervision and follow-up of private childcare centers.

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8.0 Chapter six: Running the Center

8.1 Article Eighteen:

First: The owner of the center or whoever he delegates is required to assume general supervision and be under his direct responsibility, and that each center has a female director who is fully subordinate to him, and the following is required for her:

1. To be a Saudi national.
2. A final judgment has not been issued against her in a crime involving moral turpitude or dishonesty, unless he is rehabilitated.
3. She holds a bachelor's degree or higher from a university inside or outside the Kingdom that is recognized by the Ministry of Education, a university major related to child care, for example (kindergarten, psychology, sociology, social service)
4. An experience of not less than one year in the field of childhood, if her specialization is not one of the specializations mentioned in Paragraph No. (3), or attending a training course in the field of childhood.

Second: The following is required in the caregiver

1. Saudi national.
2. She is not less than (21) twenty-one years old in the case of a caregiver at the house childcare facility.
3. Her educational qualification should not be less than high school.
4. She must have obtained an accredited training or educational certificate in the field of childhood.
5. To have a certificate of attending a course in first aid.
6. She must have obtained a valid medical report throughout the period of work in the center.
7. In the event that the center receives children with minor disabilities, the qualification shall not be less than a diploma degree in fields specialized in disability.
8. In the event that the owner of the home childcare facility is one of the caregivers, she must meet the previous requirements, except for No. 2).

9.0 Chapter seven: Obligations of the Center

9.1 Article nineteen:

The center shall create the following records

1. A special record of the injuries that may occur within it, identifying the cause and the action taken in this regard.
2. A special record containing all infectious diseases or cases of food poisoning after the competent health authorities are informed immediately after their diagnosis, and the Development Center is informed of that.
3. Record of cases of violence, abuse and neglect of children and the measures taken in their regard.
4. The operational record that includes the licenses and documents necessary to operate the center.
5. Record of female employees data.
6. Record of job descriptions for female employees.
7. Record of Medical examination for female employees.
8. Record of Children's data .
9. Comprehensive record form for each child
10. Record the attendance and departure of children

9.2 Article Twenty:

The center must adhere to the following

1. Preserving good Islamic values and principles..
2. That the role of the center be limited to providing care programs and targeted educational and recreational activities in a manner commensurate with the developmental characteristics of each age stage according to the procedural guide
3. Provide the Ministry with any data or information it may request, and enable its delegates to view the Center's files.
4. The center must comply with the regulations and instructions issued by the official authorities regulating business, for example
For example, the work system, the Ministry of Municipal and Rural Affairs and Housing, the secretariats, for social insurance, the General Authority for Zakat and Income, the Saudi Organization for Standardization, Metrology and Quality
5. The external board and official center publications must include the center's name and license number from the ministry.
6. It is not permissible to provide services or activities outside the scope of the programs and activities specified in Paragraph 2 of this article, which are subject to the supervision and control of other parties such as (sports activities, academic curricula, etc.).).

9.3 Article Twenty One:

In the event that the center receives children with minor disabilities, the following items must be adhered to

1. A medical report that includes a statement of the type of disability, provided that the disability is simple and amenable to integration, or a disability certificate from the Ministry.
2. The environment of the center should be suitable, provided with means of universal access, that enable the child to develop and integrate.
3. Providing, developing, evaluating and improving services in line with the needs of children and beneficiaries of persons with disabilities..
4. Providing all equipment and aids and preparing the workers in the center so that they have the knowledge for foundations of special education.
5. Attracting and employing qualified persons to deal with and care for children with disabilities in proper ways.
6. Follow up on individual plans and develop basic skills to ensure the integration of children with disabilities.

10.0 Chapter eight: Internal regulations of the center

10.1 Article twenty two:

The Ministry prepares one or more guiding regulations for the internal regulations of the center, which will be received directly with the license

It contains the following

1. Center working hours,
2. Services provided by the center
3. Prices of services
4. The organizational structure of the center
5. Names and qualifications of those who provide services in the center.
6. Any other data the Ministry deems appropriate..

10.2 Article Twenty Three:

Subject to the provisions of Article Nineteen, the childcare Center shall do the following

1. Preparing an internal regulation to organize the work, provided that it includes, at a minimum, what is stated in the guiding regulations prepared by the Ministry upon issuance of the license, and its approval by the Ministry.
2. Placing the internal regulations in a visible place in the facility, and enabling the beneficiary to view it.
3. Opening a file for the establishment in the labor office and updating the data.

11.0 Chapter Nine: Violations

11.1 Article Twenty Four:

It is considered a violation of the provisions of these controls to commit any act that would violate or not comply with any of the provisions of these controls and the decisions issued by the Ministry in implementation thereof.

11.2 Article Twenty Five:

The Ministry has the right to apply one or more penalties against anyone who violates any of the provisions of these regulations and issued decisions

In its implementation as follows

1. The center is notified (initial notification) and the center is given a period not exceeding thirty (30) days to correct the violation.
2. In the event that the period specified in Paragraph (1) expires without the center correcting the violation, the center will be notified (final notification) and the center will be given a period not exceeding fifteen (15) days to correct the violation.
3. In the event that the deadline granted to the Center in Paragraph (2) expires, the Ministry shall take one of the following measures:
4. Cessation of activity for a period not exceeding one year.
5. Withdrawal or cancellation of the license.

11.3 Article Twenty Six:

Grievances against decisions issued by the Minister regarding penalties may be appealed before the competent administrative courts within sixty days from the date of notification of the decision.

12.0 Chapter Ten: Final provisions

12.1 Article Twenty Seven:

In the event that any beneficiary of the center's services suffers any damage or injury as a result of negligence, default, or violence, or because of the suspension of the center's activity, or non-renewal or cancellation of its license, the matter shall be decided by the competent court.

12.2 Article Twenty Eight:

The Center bears direct responsibility for all effects resulting from the cessation of the Center's activity, non-renewal, withdrawal or cancellation of its license in the event that it violates the provisions of these regulations and decisions issued in implementation thereof.

12.3 Article Twenty nine:

The owner of the center may assign his ownership to another person if the following conditions are met:

1. That the person fulfills the conditions stipulated in Articles Three and Four.
2. Ministry approval
3. In case of transfer, the date of transfer shall be fixed and all rights, duties and entitlements between
4. Parties - the first and second owner.

12.4 Article Thirty:

The headquarters of the Center may not be moved except after issuance of approval from the Ministry and obtaining the necessary licenses from the concerned authorities.

12.5 Article Thirty One:

The owner of the center may, after obtaining the license, contract to operate the center in accordance with the rules of contracting with the operators of private childcare centers issued by Ministerial Resolution No. 10612 and dated 19/01/1442 AH.

12.6 Article Thirty Two:

The center branch shall be subject to the provisions that apply to the main center.

12.7 Article Thirty Three:

These amended controls, from the date of their issuance, replace the regulatory controls for independent childcare centers and the workplace issued No. 199071 dated 06/11/1440 AH and the regulatory controls for home hospitality issued No. 110544 and the date 10/06/1441 AH, and the licenses issued by the Ministry continue to be in effect, These centers shall adapt their conditions in accordance with the provisions of these controls and the decisions issued for their implementation within one hundred and eighty days from the date of their enforcement.

from the date of the decision.

12.8 Article Thirty Four:

These regulatory controls and the procedural guide are published on the Ministry's electronic portal.

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