

To: All Ohio Community Partners  
All Ohio Child Care, Preschool, and School-Age Child Care Providers

From: The Ohio Departments of Job & Family Services and Education

Date: October 20, 2020

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The Ohio Departments of Job & Family Services and Education want to remind community partners who are providing care to children that a license may be required. Ohio Revised Code (ORC) Section 5104.02 requires programs serving children for more than two consecutive weeks or more than six weeks in a calendar year to be licensed. This includes those providing care when school-age children are engaged in academic learning remotely. We are encouraging anyone considering either serving directly or partnering to serve children to review ORC 5104.02 and to get in touch with us, so we can help you navigate the requirements and get licensed as soon as possible.

Both departments have worked to streamline the requirements to make the licensing process as accessible and easy as possible.

**For public or community schools, chartered non-public schools, Joint Vocational Schools, Educational Service Centers, or County Boards of Developmental Disabilities** wanting to provide a safe place for school-age children to be while they are engaged in remote learning, we are encouraging you to contact an ODE [Licensing Specialist](#) to discuss your options.

**For anyone else considering the opportunity to serve school-age children** during remote learning, start by calling the ODJFS Child Care Policy Help Desk at 1-877-302-2347, option 4, to discuss the [steps to becoming licensed](#).