



Department of Human Services

88 SOUTH PARK AVENUE , LE CENTER, MINNESOTA 56057-1646
507-357-2251 , FAX 507-357-6122

LE SUEUR COUNTY CAPACITY VARIANCE PROCEDURES

LeSueur County Human Services procedures for considering Family Child Daycare Capacity Variances is as follows:

- The request for an age distribution variance must be for **one** child over distribution in any one category and no more.

(Taking into consideration the total number over/under licensed capacity, ages of children in care, emergency, possible shortage of day care in area, part-time attendance schedules, length of time of the request, over-lapping schedules, and sibling placements.)

- The request for a Capacity Variance must be for **one** child over capacity and no more.

(Taking into consideration distribution, before/after school, emergencies, and all criteria listed in age distribution guidelines.)

- There are no and/or have not been any substantial or outstanding correction orders and/or negative licensing actions.
- All parents of children currently enrolled in your daycare are aware of your variance request and have signed their approval on the Variance Request Form.
- Your request is for **no more than 90 days** and does not extend past your license expiration date.
- Your request is complete and accurate according to the Variance Instructions.

***NO CAPACITY VARIANCES WILL BE CONSIDERED DURING YOUR FIRST YEAR OF LICENSURE.**