



Child Care Services

t: 416-394-7965 | e: ChildCareServices@tdsb.on.ca

October 8, 2025,

TDSB 2025-26 Winter Break Closure and TDSB Holiday Permit Requirements

Dear Child Care and Before-and After-School Program Partners,

This year, TDSB's Winter Break will be from December 22, 2025 to January 2, 2026, inclusive. To support your planning, we would like to remind you that **all TDSB sites will be closed on December 25 and 26, 2025, and January 1, 2026** for the statutory holidays and permits are not available on these dates.

TDSB Holiday Permits

All TDSB sites will also be closed on December 31, 2025 for the designated TDSB holiday in lieu of Remembrance Day and on April 6, 2026 for Easter Monday. These TDSB holidays are not included in the Early Years Lease Agreement. Child Care and BASPs wishing to open on these days must apply for a permit.

Permit requests for the TDSB holidays on December 31, 2025 and April 6, 2026 must be submitted through the [TDSB permit eBase system](#) and are subject to the following conditions:

1. TDSB caretaking staff are available for full-day coverage.
2. An "(A2) Partial Subsidy" permit is processed, based on room usage and [TDSB permit fee rates](#).
3. Caretaking overtime costs at **\$967.98 per day plus HST** are paid for the permit.

To allow sufficient time to process holiday permit requests, **requests must be submitted between October 20 to November 7, 2025**. Late submissions are not guaranteed and will incur a \$25 late fee.



Submitting a Permit Request using eBase:

1. [Login](#) to your eBase account as an Existing User. If you are a new eBase user, you will need to register and have your account activated before you can enter a Permit request.
2. Select: Create a New Permit
3. Select Permit Type: A2 Partial Subsidy
4. Purpose: Child Care Operators Christmas Holiday or Child Care Operators Easter Holiday
5. Insurance: Select Will Provide Later
6. Select: Add Booking
7. Space Type: Child Care Space
8. Permit Date: December 31, 2025 or April 6, 2026 (please submit separate requests)
9. Permit Time: Start time cannot be earlier than 7:00 am and end time no later than 6:00 pm
10. Select your requested spaces. If you do not see your rooms listed, please add them to the special instructions comments.
11. Any requested changes after submission can be made through the Discussion Portal

Assistance with Permit Requests

If you have questions about permits or need assistance with your request, please visit our [Permits website](#) or contact the Permits department at 416-395-7666 (Monday to Friday, 9 a.m. to 12 noon and 1 p.m. to 4 p.m.) or permits@tdsb.on.ca.

Additionally, we invite you to join us on October 20, 2025, from 10:30-11:30 for a live Permit Request Tutorial with the Permits Team. The Permits Team will provide a live demonstration and answer any questions you may have. Questions can be submitted in advance to the Permits team [here](#) until October 15, 2025 at noon.

Please note: There are no changes to the TDSB Permit request process. This tutorial is intended for those who are new to using the eBase system or have questions about submitting a request.



[Join the TDSB Permits Tutorial Meeting now](#)

If you have any questions about your lease, please contact Toronto Lands Corporation at info.tlc@tdsb.on.ca.

Thank you,

Child Care Services