

DOORS OPEN CHILDCARE

Professional Development Passport · Richmond, BC

THURSDAY EVENING, OCTOBER 1, 2026 · SATURDAY MORNING, OCTOBER 3, 2026

Name: _____ Email: _____ Employer: _____

HOW THIS PASSPORT WORKS

1. Every location you visit is automatically approved for 30 minutes of professional development time — you do not need to track the clock yourself.
2. The manager or educator at each facility signs your passport for their location at the time of your visit — one signature per location.
3. If you spend extended time at a location, the manager initials the Additional time box and writes the extra minutes; that time is added to your certificate.
4. Tick whether the visit took place at the Thursday evening or the Saturday morning event.

#	LOCATION VISITED	THU PM	SAT AM	VISIT COMPLETED	ADDITIONAL TIME initials + extra minutes	MANAGER / EDUCATOR SIGNATURE
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
TOTALS					Locations: _____ Extra min: _____	

SUBMIT BY OCTOBER 21 TO RECEIVE YOUR CERTIFICATE

Email a photo or scan of your completed passport to nbyres@richmondchildcare.org. Your professional development certificate will be issued based on the signed visits and any additional time recorded above.