

CHILD CARE CENTER CHECKLIST (see other side for Family Child Care Home Checklist)

Name/Address of Child Care Center: _____

Star Rating: _____ Cost of Care: Infants \$ _____ Toddlers \$ _____ Preschool \$ _____ School Age \$ _____

*You should be able to answer **YES** to all or most of these questions.*

INSIDE the center

Required by the State

- | | | | | |
|--------------------------|-----|--------------------------|----|---|
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Is the license displayed in a visible location? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Are there separate spaces available for the different age groups? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Are the toys and materials sufficient for the number of children in the classroom? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Are toys and equipment developmentally appropriate for the different age groups and accessible to the children? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Is the child care room free from obvious hazards such as dangerous substances, electrical cords, uncovered electrical outlets, cleaning materials, or medications accessible to children? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Are fire extinguishers on site, and are fire escape plans/emergency evacuation plans posted? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Are the sinks and bathrooms stocked with appropriate supplies and clean? |

Not required by the State

- | | | | | |
|--------------------------|-----|--------------------------|----|---|
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Is your initial reaction upon entering the center a positive one? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Is there space for active play and other space where quiet play may take place? |

OUTSIDE the center

Required by the State

- | | | | | |
|--------------------------|-----|--------------------------|----|--|
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Do the children play outside each day? Are children supervised by a child care provider while outside? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Is the outside area free of litter and obvious hazards such as broken glass? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Is there a variety of outside equipment/toys available and appropriate for various ages? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Is there shade available outside where the children play? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Do children two years and younger play separately from the older children? |

Not required by the State

- | | | | | |
|--------------------------|-----|--------------------------|----|--|
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Are the child care providers interacting with the children? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Does the center encourage use of the outside areas for learning activities as well as free play? |

INTERACTIONS between staff/children/parents

Required by the State

- | | | | | |
|--------------------------|-----|--------------------------|----|--|
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Is the schedule of daily activities posted and current? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Is the classroom in compliance with minimal staff/child ratio requirements? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Are the activities observed appropriate for the ages of the children involved? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Do the child care providers follow handwashing procedures after diapering/toileting? |

Not required by the State

- | | | | | |
|--------------------------|-----|--------------------------|----|---|
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Are children allowed to make choices throughout the day? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Do the children seem occupied and engaged by their activities? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Are the child care providers handling conflict among the children in a positive manner? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Do the child care providers seem patient and receptive to the needs of children? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Is there a daily method of communicating between the child care providers and parents? |

OPERATION/POLICY

Required by the State

- | | | | | |
|--------------------------|-----|--------------------------|----|---|
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Does the center encourage parents to drop in and visit at any time and unannounced? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Does the center serve nutritious meals/snacks? Is there a current weekly menu posted in a visible location? |

Not required by the State

- | | | | | |
|--------------------------|-----|--------------------------|----|--|
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Are parents encouraged to participate and be involved? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Does the facility enroll children with special needs? Do staff have additional training for children with special needs? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Does the center participate in the Subsidized Child Care Program? Offer sliding scale fees? Discounts? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Do ALL staff have current CPR and First Aid certification? |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No | Do the hours of operation and holiday schedule accommodate your work schedule? |

ADDITIONAL QUESTIONS TO ASK

Not required by the State

- | |
|--|
| Do employees have degrees in Child Development/Early Childhood Education? |
| What is the center's policy for administering medication? What is the center's policy for sick child care? |
| Are children allowed to watch TV? If so, is TV time kept to a minimum and have a purpose? |
| Has the center ever disenrolled a child? For what reasons does this happen? What steps does the center take to try and prevent this? |
| Are there any additional activities (e.g. music, dance) available and are costs included in the weekly fee? |