Child Care Facilities Checklist

Staff

____ Present children with respect, flexibility, and patience

____ Are able to meet your child's developmental and emotional needs

____ Are of a sufficient number to meet the needs of the children

____ Take time to discuss your child with you

____ Practices good personal hygiene

____ Have previous experience or training in working with children

Facility

____ Safe indoor and outdoor areas and equipment

____ Orderly, clean play areas

____ Airy rooms with bright colors

____ Sanitary bathrooms and diaper changing areas

Health and Safety

____ Comfortable temperatures summer and winter

____ Rounded table corners, other furniture safety features

____ Non-toxic play materials

____ First aid kit

____ Healthy snacks and/or meals

____ Clean kitchen area

____ Hand washing after toileting and before meals, snacks

____ Separate cribs for infants

____ Separate cots/mats for others

____ Cleaning materials, medicines, out of reach of children
**Program**

- Mandated staff:child ratios (Infants 1:4 Young Toddlers 1:5 Older Toddlers 1:6 Preschoolers 1:10)
- Creative play
- Plenty of play materials
- Plenty of educational materials
- Organized program of activities
- Supervised rest time
- Minimal, supervised TV, if any
- Stories read

**General**

- A license or certificate from the PA Department of Education and/or
- A license or certificate from the PA Department of Public Welfare
- Rules are clearly explained
- Positive behavior encouraged
- Parental visiting encouraged
- Children allowed to get dirty naturally through play
- No children "left out"
- Lots of laughing, caring, and sharing
Ask the Questions

May I drop in anytime?

May I participate in program planning?

May I take part in special events and trips?

What are the hours?

What are the fees?

What does this include? (eg. diapers, meals, trips, etc.)

Are the caregivers trained in child development?

What are the degree requirements for staff?

What are the hiring procedures?

Is there a reduction in fee if my child is out sick?

What happens if my child gets sick/injured at the center?

How long has most staff worked here?

May I contact staff references?

Is there a parents' group or programming committee?

Are there restrictions on who may pick up my child?

After Your Child Begins Attending:

- Drop in unannounced and visit regularly
- Leave emergency contact information at the facility
- Set up two or three "back-up plans" in case of your child's sickness or your own

Copies of day care regulations can be obtained by calling the PA Department of Public Welfare Day Care Unit toll-free at 1-800-222-2117.

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