

Child Care Checklist

The following is a guide that can be used when visiting child care programs

Child Care Program _____ Contact Person _____

Telephone _____

Program

- Is the program licensed or registered?
- What is the maximum number of children the program
- Do the hours, cost and location fit my needs?
- Is there a written contract?
- Does the program carry insurance?
- What is the average length of time the caregiver's) Have been providing care?
- For a center, what is the staff child ratio?
- For family child care, does the provider have a substitute?
- What is the program's policy on emergencies, illness, medication and lateness?
- Has the program provided references and have you checked them?

Caregivers

- What training has the caregiver received?
- Is the supervision of your child adequate?
- Is the caregiver healthy, warm, patient, cheerful and involve with your child?
- What are the expectation and rules concerning a child behavior?
- Are there written daily/weekly reports about your child's behavior/activity?
- Are you comfortable with the caregiver providing direct care to your child?

Activities

- What is the philosophy of the program?
- Does the program encourage individual development and growth?
- Does the program provide a structured day. Does the program provide an outline of your child's day?
- What types of activities are provided?

- What is the policy on TV watching?
- What is the policy on transporting your child?
- Are meals provided , are they nutritious and offered in a setting that encourages social interaction

Environment

- Is the environment safe and clean, indoors and Outdoors?
- Are indoor /outdoors spaces adequate and accessible for a variety of type of play?
- Are there areas for quiet and private activities, as well as louder and more active play?
- Are there plenty of toys, materials and equipment; are they safe and age appropriate?

Safety

- Is the caregiver trained in First Aid/or CPR?
- What are the programs emergency procedures?
- Are there fire drills? How often? Are there smoke detectors?
- Are indoor/outdoor equipment, toys, and furniture safe?
- Are toxic items locked or stored safely, electrical outlet covered, are gates or barriers on steps?
- What is the program sick policy?
- What is the policy on administering medication?

Caregiver/ Parent

- Is the communication between caregiver and parent encourage and ongoing?
- Is there an open door policy that welcomes visit and participation from parents?
- What contribution are expected of you as a parent?
- What support system are provided for you and your child?