

FAMILY CHILD CARE HOME CHECKLIST

Name of Family Child Care Home:	
Address:	
Type of License:	
Cost of Care:	
Infants:	
Toddlers:	
Preschool:	
School Age:	

Four Series of Checklist Questions Are Provided on the Following Pages:

1. Tour the Home: The Inside
2. Tour the Home: The Outside
3. Interaction Between Staff/Children/Parents
4. Operational Policy
5. Additional Questions to Ask

Tour the Home: The Inside

Question		
Required by the State		
Is there an emergency procedures plan posted?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is there a fire extinguisher and working smoke detector on site?	<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 obvious hazards such as dangerous substances, electrical cords, cleaning materials, or medications accessible to the children?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are the toys and materials developmentally appropriate for the different age groups?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If the provider has pets are the pets current on their vaccinations?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are the furnishings in the area used for child care in good repair?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NOT Required by the State		
Is your initial reaction upon entering the child care home positive?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is there space for active play and other space available where quiet play may take place?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the provider smoke ?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are the toys and materials accessible to children?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Tour the Home: The Outside

Question		
Required by the State		
Is the outside area free of litter and obvious hazards such as broken glass?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the outdoor play equipment sturdy and in good repair?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do the children have an opportunity to play outside each day?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are children being supervised by the child care provider?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NOT Required by the State		
Is there shade available?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the outside area fenced?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the child care provider interacting with the children?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are there a variety of outside equipment/toys available and appropriate for various ages?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Interaction Between Staff /Children/Parents

Question		
Required by the State		
Is there a schedule posted and current?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the child care provider follow handwashing procedures after diapering/toileting?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NOT Required by the State		
Is there a daily method of communication between the child care provider and parents?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the schedule indicate a daily routine that is flexible enough to meet the individual needs of the children?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the child care provider seem patient and receptive to the needs of children?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the child care provider handle conflict among the children in a positive manner?	<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 activities observed appropriate for the ages of the children involved?	<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

Operational/Policy

Question		
Required by the State		
Does the child care provider have current CPR and First Aid certification?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the child care provider allow parents to drop in and visit at any time?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are nutritious meals/snacks provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NOT Required by the State		
Will I be charged when my child is out sick or on vacation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Was there a current weekly menu available?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is transportation offered?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is there a late pick-up fee charge?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the home participate in the subsidized child care program?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the cost of care include meals and snacks?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the child care provider have a substitute in case of illness or vacation and does this substitute meet state requirements?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the child care provider enroll children with special needs?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do the hours of operation and holiday schedule accommodate your work schedule?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are parents encouraged to participate and be involved?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Additional Questions To Ask:

Question
Not Required By the State
Does the home participate in the subsidized child care program?
How much TV are the children allowed to watch?
How do you discipline the children?
How are nap times handled?
What kind of security measures are in place to assure the safety of the children?
What is the policy for sick child care?
Does the provider have pets? If yes, are the pets allowed in the area with the children?
What other family members will be present during child care hours?
What type of heating and air conditioning does the home have?
Does the provider have training in Child Development/Education?