

CHILD CARE PROGRAM ASSESSMENT – GENERIC

Name of Center: _____ Date of Assessment: _____
 Address: _____ Time In: _____ Time Out: _____
 Telephone: _____ Director Name: _____
 Research Based Curriculum: _____ Completed by: _____

40 possible

PROGRAM MANAGEMENT is administered with attention to the needs and desires of children, parents, and staff.

--SELECT ONE-- The program demonstrates an understanding of child development and reflects the chosen research based, developmentally appropriate curriculum.

COMMENT:

--SELECT ONE-- A system exists and is implemented for recording daily attendance, which meets the audit criteria, including sign in/sign out on a daily basis.

COMMENT:

--SELECT ONE-- All classrooms meet state caregiver to child ratio and group size limits.

COMMENT:

--SELECT ONE-- Resources are available and accessible to help staff plan age-appropriate activities for all ages of children served.

COMMENT:

--SELECT ONE-- All staff know the whereabouts of the children in their care at all times.

COMMENT:

48 possible

The program's PROFESSIONAL DEVELOPMENT takes into consideration the needs and desires of children, parents, and staff.

--SELECT ONE-- Administrator and staff promote program mission and consult together frequently about the program, children and families. The mission statement is posted in the parent center.

COMMENT:

--SELECT ONE-- The director/administrator is familiar with the Florida Learning and Developmental Standards. A copy of the standards is available in the director/administrator's office.

COMMENT:

--SELECT ONE-- The director/administrator plans and consults with staff frequently.

COMMENT:

--SELECT ONE-- The director/administrator establishes methods for teacher to teacher communication.

COMMENT:

--SELECT ONE-- The director/administrator ensures that staff keep all personal information about children and families confidential.

COMMENT:

--SELECT ONE-- The director/administrator ensures that staff evaluate their own performance to identify needs for professional growth. (Self evaluations are in staff files.)

COMMENT:

24 possible

The center's FAMILY INVOLVEMENT policy is based on the philosophy that families are well informed and welcomed as observers and contributors to the program.

--SELECT ONE-- A parent information center is evident.

COMMENT:

--SELECT ONE-- Appropriate communication with parents is conducted regularly. Examples would be verbal discussion, newsletters, flyers, etc.

COMMENT:

--SELECT ONE-- Authorized parents/guardians and family members are welcomed visitors.

COMMENT:

--SELECT ONE-- Opportunities for family involvement are provided by the program/staff.

COMMENT:

36 possible

The center's PHYSICAL ENVIRONMENT fosters optimal growth and development through opportunities for exploration and learning.

--SELECT ONE-- The indoor environment is clean, safe, attractive, spacious and in good repair.

COMMENT:

--SELECT ONE-- Individual spaces for storing children's personal possessions are adequate and convenient.

COMMENT:

--SELECT ONE-- The furniture used by children is appropriate for their ages and sizes.

COMMENT:

--SELECT ONE-- Indoor and outdoor areas are checked daily for hazards, prior to use by children.

COMMENT:

--SELECT ONE-- A current written disaster plan is posted. This could include evacuation route, emergency phone numbers, directions to program, etc.

COMMENT:

--SELECT ONE-- Outdoor gross motor equipment is safe and meets the developmental needs of the children.

COMMENT: