



## finding high quality child care a checklist for parents

### Licensing & Regulations

### Notes

What is the program's license number? Look up the license <a href="http://checkcmd.org">checkcmd.org</a>	
Is the program participating in Maryland EXCELS? Call LOCATE: Child Care 877.261.0120.	

### Health & Safety

Is there a secure entrance? What are the check-in and check-out procedures?	
Is the environment clean?	
Are handwashing and sanitizing procedures happening?	
What is the illness policy?	
What are the emergency procedures?	

### Loving & Professional Teachers & Staff

Are there consistent teachers and staff?	
Do teachers interact in a caring, loving, and respectful way?	
Does it seem like the children are happy and having their needs met?	
Do you feel welcome and accepted in the environment?	

### Discipline

What is the discipline/behavior policy?	
How do they manage behaviors/emotions that are challenging?	
Is there a space for children to calm down when upset?	

### Schedule

Is there a daily schedule? Is it posted? Are there designated times for stories, activities, nap, meals, etc.?	
Is there a balance of inside and outside play?	
Are infant and toddler schedules individualized to meet their needs?	

### Toys and Learning Materials

Are there plenty of books? Are teachers reading to children?	
Are there enough toys for all children? Would the toys interest your child?	
Is there limited technology and screen time?	

### Outdoor Space

Is there an outdoor play space?	
Are the teachers supervising the children?	

### Communication & Family Resources

Is there an Open Door Policy?	
Are there any currently enrolled families you can speak to about the program?	
Are there opportunities for daily communication between parents and teachers?	
What resources are shared with families? Where are they located?	
Are there ways for parents to be involved in the program?	



### Proper Staff/Child Ratios

Family Child Care	1 Staff to 8 Children (only 2 under 2)		Maximum Group Size = 8
Large Family Child Care	2 Staff to 12 Children (only 3 under 2)		Maximum Group Size = 12
Child Care Center	Infants	1 Staff to 3 Children	Maximum Group Size = 6
	Toddlers	1 Staff to 3 Children	Maximum Group Size = 9
	2's	1 Staff to 6 Children	Maximum Group Size = 12
	3's and 4's	1 Staff to 10	Maximum Group Size = 20
	5's and Older	1 Staff to 15	Maximum Group Size = 30

### Special Considerations to Keep in Mind When You Have a Child with Special Needs

Know your rights!	
Ensure the program you chose is willing and able to work with all children regardless of their needs, abilities, and limitations.	
Consider giving the program a copy of your child's IEP/IFSP if they have one.	
Check the programs policy regarding allowing specialists into the program to work with your child (such as speech, physical, and occupational therapists).	
Ask how the program manages changes to the environment, expectations, and the daily schedule to accommodate children with special needs?	
Does the environment meet the needs of your child? Are all areas and materials accessible?	
Find out if the provider/staff has experience caring for a child with needs like yours.	
Ask how children are encouraged to celebrate differences and assist and support each other.	
What supports, resources, and training are available to parents and providers?	