

PARENT CHECKLIST

Facility 1: Wee Discover

Facility 2: _____

Facility 3: _____

	1	2	3
FIRST IMPRESSION			
Does the facility smell clean and fresh?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the staff greet visitors to the facility while still attending to the children?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the facility have an overall warm atmosphere?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Did you hear happy sounds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the facility's State license clearly posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SAFETY			
Are doors to the facility kept locked?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What are the procedures for someone other than a parent or guardian picking a child up?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are exits clearly marked?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is staff aware of fire and tornado procedures?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are emergency procedures practiced?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is someone certified in CPR and first aid always on the premises?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the facility kept safe and clean?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the facility know who to contact for my child in the event of an emergency?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the facility have an "open door" policy for parents to visit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

HEALTH			
Is it required that health records for children be provided when enrolling into the program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What is the ill child policy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the facility able to dispense medication your child may need while in their care?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What is the medication policy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is medication kept out of reach of children?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are children encouraged to wash hands at meal times, after coughing or sneezing, and after using the rest rooms?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do staff wash hands regularly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are toys and materials cleaned and disinfected on a regular basis?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is a professional cleaning service used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DIAPERING PROCEDURES			
Is there a designated area for diaper changes?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the caregiver stay with the child at all times while on a changing table?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the soiled diaper disposed of in a manner that does not contaminate other surfaces?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the area cleaned and sanitized after each diaper change?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the diaper area kept away from eating areas?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

INFANT/CAREGIVER INTERACTION			
Who is responsible for providing diapers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Who is responsible for providing bottles or food?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do the caregivers hold the children?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the babies allowed "tummy time" to encourage large motor development?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the babies held in a gentle, loving manner?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are soft tones used when speaking to the babies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the caregivers aware of each child's needs and differences?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are cries met promptly in a physical manner or verbally if the caregiver is attending to another child?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SAFE SLEEP PRACTICES

Are babies placed on their backs to sleep?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do the babies each have their own crib to sleep in?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are cribs free of objects such as blankets, bumpers, or stuffed animals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the room kept at a comfortable temperature- not too warm?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are sleeping infants in an area that is supervised at all times?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NAP/REST AREA

Are the children elevated off the floor when resting?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the nap area clean and safe?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the area quiet and conducive to rest?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are cots or mats spaced apart to give each child their own resting area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are sheets or blankets provided by the facility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
When does bedding get laundered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SUPERVISION

Is the State of Michigan adult:child ratio requirement met?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1:4 - 2.5 years and younger			
1:8 - 2.5 years to 3 years			
1:10 - 3 to 4 years			
1:12 - 4 to 5 years			
1:18 - any child already in kindergarten or older			
What is the facility's discipline policy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is discipline followed through in a positive manner?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are children redirected rather than punished?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are children continuously supervised?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NUTRITION

Are menus posted in conspicuous areas?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are meals and snacks are nutritious?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are meals appealing to children?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the children encouraged to be independent by learning self feeding?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is food stored properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

GROWTH AND DEVELOPMENT

Do the staff use kind, loving voices?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a variety of activities available throughout the day that promote independence, creativity, curiosity, and builds self-esteem?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are books and reading available to the children?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are activities geared for developmental level of children in group?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there adequate play space for the amount of children present?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are children allowed to make independent choices throughout the day?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are caregivers receptive to the needs of the children?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is television viewing kept to a minimum?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are children's needs met even in a busy classroom?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do staff ask children questions that foster thinking and reasoning?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are daily activities posted and followed through?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are cultural differences respected?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are children held and comforted when they need it?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are staff actively engaged with children?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are staff aware of the children's needs and individual differences?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OUTDOOR PLAY AREA

Are children taken outdoors on a daily basis?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the playground large enough for children to run?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the non-walkers aloud to get onto the ground?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there shaded areas?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there grassy areas as well as hard surfaced areas?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is outdoor equipment in good repair?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the playground fenced in?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the playground checked for hazards and maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the equipment age appropriate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the indoor classroom extended to the outdoors?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CENTER POLICIES

What are the operating hours?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the Facility closed for any holidays?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a charge for absences or holidays?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What type of payment is accepted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are meals and snacks included in the fees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there any added charges for activities, preschool, or annual registrations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the facility close for inclement weather conditions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a required notice when removing my child from the program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What is the procedure when a child is dropped from the program due to undesirable behavior?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Who would a parent speak to if there were any concerns?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STAFF QUALIFICATIONS

What educational requirements are there for the lead teachers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the lead teacher have a degree in a child related field?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How long has the lead teacher worked with children?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What are the requirements for assistant caregivers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What type of training does the facility provide?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are background checks conducted on employees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the program director have a degree in a child related field?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How long has the director worked with children?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STAFF TRAINING

Are the staff required to have any annual training?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there an amount of time that the employee is trained prior to being in responsible for a group of children?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Who is trained in first aid or CPR?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What type of professional resources are available to staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are all employees trained in safe sleep practices?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>