

### School Environment

- Warm and inviting atmosphere
- Overall environment is pleasant.
- Person conducting tour spent time learning what is most important to you about your child's experience.
- Person conducting tour is knowledgeable of age-appropriate learning practices.
- Person conducting tour acknowledged child, if present.
- Staff is patient, loving, responsive and engaged.

### School Environment

- Adult supervision at all times
- Age-appropriate learning materials
- Hand-washing techniques followed by caregivers.
- Designated diaper changing area
- Established diaper changing procedure
- Bathrooms with child sized commodes
- Dangerous products such as medications and chemicals are kept out of reach of children.
- Current licenses and permits are posted.
- Teachers are First Aid and CPR certified.
- Instant access to medical information and arrival/departure times
- Immunizations required
- Menu offers healthy choices and is available for review

### Security

- Locked entrances to prevent unauthorized access to the facility or outdoor play areas
- Formalized check in/out process
- Alarm and fire Systems
- Staff is easily identified by uniform or name badge.
- Family communication
- Established process for verbal and written communication between staff and parents
- Monthly newsletter is provided
- Designated communication board or area
- Emergency weather/evacuation plans are provided.

### Learning Environment

- Provides fun environment for learning.
- Skill development through small/large and individual/group activities occurs daily
- Teachers treat children as individuals; encouraging them to explore and discover at their own pace.
- Teachers follow age-appropriate practices/guidelines.
- Learning program prepares students to meet or exceed the latest Kindergarten Readiness standards.
- Class sizes are based on the individual needs of children versus state ratios.
- Teachers receive continued professional development training.
- Advanced curriculum planning and child assessment technologies
- Classroom learning centers include opportunities to play, explore, experiment and create.
- Evidence of multi-cultural diversity
- Daily outdoor play (weather permitting)
- Playground equipment is age-appropriate and in good condition.

### Facility

- All gates and door closures are functional.
- No sign of repair or maintenance needed
- Playground is well maintained
- Parking lot is in good repair
- Landscape is well maintained

### QUESTIONS TO ASK

- What is the staff to child ratio?
- What is the discipline policy?
- What are the ages of the children that attend the center?
- What is the pickup policy?
- What are the educational requirements of the staff?
- How long has the staff worked there?
- How is the food prepared, stored, and served?
- What precautions are taken when dealing with allergies?
- How is medication handled if my child requires it?
- What is your sick child policy?