

Site Evaluation Visit Preparation

Client Name and Phone: _____

Site Visit Date: _____ Time: _____ E-mail: _____

Site Address: _____

CCCC Contact: Lisa Duncan-Purcell (661) 861-5255

To help us determine the potential child care capacity of a facility it is necessary to do the following work **BEFORE** we walk through the facility.

1. Draw a sketch of the building (a rough sketch showing each room is fine.
2. Number the rooms and show dimensions (length and width) and square footage (length times the width) and write the number in each room on the plan (i.e., 21 feet long x 25 feet wide = 525 sq ft).
3. Show doors, toilets, sinks and any other built in features.
4. Draw another sketch that shows the entire property, show the space the building occupies.
5. Indicate any structures that might already be in place on the property, whether or not you intend to use them (garages, sheds etc.).
6. Show the dimensions of the outdoor play space and show the fence and fence height.
7. Show parking area and number of spaces
8. Show streets and names

Minimum licensing requirements for a Child Care Center:

35 square feet of interior space per child

75 square feet of exterior space per child

One toilet and one hand washing sink for every 15 children enrolled

1 teacher for every 12 preschoolers (2-5 years old) enrolled

1 teacher/aide for every 4 children under 2 enrolled

One extra bathroom (toilet and sink) to be used by staff and "sick child"

CCCC Recommendations for quality care (based on 42 square feet per child):

- ❖ Classrooms should have a minimum of:
 - 504 square feet = 12 preschoolers
 - 756 square feet = 18 preschoolers
 - 1008 square feet = 24 preschoolers
- ❖ Infant rooms need an additional 30 square feet per child to accommodate cribs and clearance required between adjacent cribs.
 - Classrooms should have a minimum of:
 - 288 square feet = 4 infants and cribs
 - 576 square feet = 8 infants and cribs
 - 864 square feet = 12 infants and cribs