

Utah Department of Health, Bureau of Child Care Licensing
Child Care Center Initial Announced Inspection Checklist E -- Required Classrooms Age 2 & Older

Center Name:	Center ID #:
Inspection Date: / /	

REQUIRED ROOMS INSPECTION ITEMS -- AGE 2 AND OLDER				X = Compliance O = Noncompliance																	
Ratios & Supervision (N/O if no children in the room.)				2's	Pre-K	SA	Rule #	Level													
E 1. (Observe.) Are all children in the group/area being directly supervised by a caregiver?							100-11(1):09 100-11(2):09	1, 2 1													
E 2. ► (Observe, ask about mixed age groups.) Are there enough caregivers to meet required caregiver to child ratios? If it is a mixed age group, what age are the majority of the children?				single age			100-11(4):09 100-11(6):09	1, 2, 3 1, 2, 3													
Minimum Ratios / Group Sizes for Single Age Groups				<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Class Name:</td> <td style="width: 15%;">Class Name:</td> <td style="width: 15%;">Class Name:</td> </tr> <tr> <td style="height: 100px;"></td> <td style="height: 100px;"></td> <td style="height: 100px;"></td> </tr> <tr> <td>Child Name:</td> <td>Child Name:</td> <td>Child Name:</td> </tr> <tr> <td style="height: 100px;"></td> <td style="height: 100px;"></td> <td style="height: 100px;"></td> </tr> </table>			Class Name:	Class Name:	Class Name:				Child Name:	Child Name:	Child Name:						
Class Name:	Class Name:	Class Name:																			
Child Name:	Child Name:	Child Name:																			
Ages of Children	Staff	Children	Max. Group Size																		
Birth – 23 mos	1	4	8																		
2 years old	1	7	14																		
3 years old	1	12	24																		
4 years old	1	15	30																		
5 yrs & school age	1	20	40																		
Minimum Ratios / Group Sizes for Mixed Age Groups																					
Two Mixed Ages																					
Ages of Children	Staff	Children	Max. Group Size																		
2 & 3 years	1	10	19																		
3 & 4 years	1	14	27																		
4, 5, school age	1	18	35																		
Three Mixed Ages																					
Ages of Children	Staff	Children	Max. Group Size																		
2, 3, & 4 years	1	11	23																		
3, 4, 5, school age	1	16	31																		
Four Mixed Ages																					
Ages of Children	Staff	Children	Max. Group Size																		
2, 3, 4, 5, school age	1	13	27																		
Notes:																					

E 3. (Observe.) For centers not built prior to 1/1/04 and licensed as a child care center continuously since then, are group size requirements met?				single age 100-11(4):09 mixed age 100-11(6):09	1, 2, 3 1, 2, 3
E 4. (Observe.) Are children under age 2 ever mixed with older children when there are more than 8 children present in the center? (N/A if center does not enroll children under age 2. N/O if not observed.)				100-24(1):09	1
Physical Environment	2's	Pre-K	SA	Rule #	Level
E 5. (Observe.) Room appears clean and sanitary, except for normal daily messes?				100-5(1):09	2, 3
E 6. (Observe.) Ceilings, walls, floor coverings, draperies, blinds, furniture, fixtures, and equipment in good repair, to prevent injury?				100-5(4):09	1, 2, 3
Notes:					
Indoor Gross Motor Play Equipment	2's	Pre-K	SA	Rule #	Level
E 7. (Observe.) Designated play surfaces on any indoor climbers, slides, swings, teeter-totters, or merry-go-rounds accessible to children age 2 and younger 3' in height or less? (N/A if no play equipment, or if the center does not enroll children age 2 or under.)				100-12(9):09	1, 2
E 8. (Observe.) Elevated designated play surface less than 18" not placed on a hard surface, such as wood, tile, linoleum, or concrete, and has a 3' use zone? (N/A if no play surfaces less than 18".)				100-12(9)(a):09	1
E 9. (Observe.) Elevated designated play surface that is 18" to 3' feet in height surrounded by mats at least 2" thick, or cushioning that meets ASTM Standard F1292, in a 3' use zone? (N/A if no play surfaces between 18" and 3'.)				100-12(9)(b):09	1
E 10. (Observe.) Designated play surfaces on any indoor climbers, slides, swings, teeter-totters, or merry-go-rounds accessible to children age 3 and older 5½' in height or less? (N/A if no play equipment, or if the center does not enroll children ages 5 and older.)				100-12(10):09	1, 2
E 11. (Observe.) Elevated designated play surface less than 3' in height surrounded by protective cushioning material, such as mats at least 1" thick, in a 6' use zone? (N/A if no play surfaces less than 3' in height.)				100-12(10)(a):09	1
E 12. (Observe.) Elevated designated play surface that is 3' to 5½' in height surrounded by cushioning that meets ASTM Standard F1292, in a 6' use zone? (N/A if no play surfaces between 3' and 5½'.)				100-12(10)(b):09	1
Safety Hazards	2's	Pre-K	SA	Rule #	Level
E 13. (Observe.) Is the room free of tripping hazards such as unsecured flooring or cords?				100-12(2):09	2, 3
E 14. (Observe.) Is the room free of unstable heavy equipment a child could pull down on himself or herself?				100-12(3):09	2
(Observe all.) Are the following items inaccessible to children?					
E 15. Firearms, ammunition, weapons?				100-12(4)(a):09	1
E 16. Tobacco, alcohol, illegal substances, and sexually explicit material?				100-12(4)(b):09	1, 3
E 17. When in use, portable space heaters, fireplaces, and wood burning stoves?				100-12(4)(c):09	1
E 18. Toxic or hazardous chemicals? (Cleaners, insecticides, lawn products, flammable substances)				100-12(4)(d):09	1, 2
E 19. Poisonous plants?				100-12(4)(e):09	2, 3
E 20. Matches or cigarette lighters?				100-12(4)(f):09	1
E 21. Open flames?				100-12(4)(g):09	1

E 22. Sharp objects, edges, corners, or points which could cut or puncture skin?				100-12(4)(h):09	1, 3
E 23. For age 4 and under, ropes/cords long enough to encircle a child's neck? (N/A if no children age 4 and under.)				100-12(4)(i):09	1, 3
E 24. For age 4 and under, plastic bags large enough to fit child's head inside, latex gloves, balloons? (N/A if no children age 4 and under.)				100-12(4)(j):09	1, 3
E 25. For under age 3, choking hazards (objects less than 1-1/4" X 2-1/4")? (N/A if no children under age 3.)				100-12(4)(k):09	2
E 26. (Observe.) Toxic and hazardous chemicals stored in a labeled container?				100-12(5):09	1, 2
E 27. (Observe.) For age 4 and under, accessible outlets and surge protectors covered? (N/A if no children age 4 and under.)				100-12(6):09	2
Notes:					
Feeding Children	2's	Pre-K	SA	Rule #	Level
E 28. (Observe.) Is children's food served on dishes, napkins, or sanitary high chair trays, except for individual serving size items, such as crackers, if they are placed directly in the children's hands? (N/O if meal or snack not served during observation.)				100-15(3):09	3
Preventing the Spread of Disease	2's	Pre-K	SA	Rule #	Level
E 29. (Observe.) Children and caregivers wash hands thoroughly w/soap and warm running water at required times? (Before and after eating/feeding children, after toilet, after contact w/body fluids, after handling animals, when coming in from outdoors.) (N/O if no caregiver/children in room, or listed activities not observed.)				100-16(1)(a)-(i):09 100-16(2)(a)-(e):09	2, 3 1, 2
E 30. (Observe. N/O if no caregiver/children in room, or listed activities not observed.) Caregivers wash hands before food handling, medication, after cleaning/ taking out garbage.				100-16(1)(a)-(i):09	2, 3
(Observe all.) If the room has a handwashing sink: (N/A if no handwashing sink in room.)					
E 31. Is soap (cannot be bar soap) available for children to wash their hands?				100-16(2)(a)-(e):09	2
E 32. Are only single use towels from covered dispenser or electric hand-drying device used after handwashing?				100-16(3):09	3
E 33. (Observe.) Are handwashing procedures posted at each sink, and followed?				100-16(5):09	3
E 34. (Observe.) Personal hygiene items (toothbrushes, hair accessories) stored so they don't touch, or sanitized after each use? (N/A if there are no personal hygiene items.)				100-16(7):09	3
E 35. (Observe.) Are washable toys visibly dirty?				100-16(8):09	3
E 36. (Observe.) Are stuffed animals, cloth dolls, and dress-up clothes machine washable? Are pillows machine washable, or have removable machine washable covers?				100-16(9):09	3
Notes:					
Medications	2's	Pre-K	SA	Rule #	Level
► (Ask.) Are medications kept in this room? (If "No," N/A for items in this section. If "Yes," check for the following:)					
E 37. (Observe.) Non-refrigerated medications inaccessible to children and stored in locked area or container?				100-17(3):09	1, 2

E 38. (Observe.) Refrigerated medications stored in a leakproof container? (N/A if there are no refrigerated medications.)				100-17(3):09	1, 2
E 39. (Observe all.) Are all over-the-counter and prescription medications: Labeled with the child's full name if brought in by a parent (not purchased by the center for all children)? Kept in the original or pharmacy container? Have the original label? Have child-safety caps?				100-17(2)(a)-(d):09 100-17(2)(a)-(d):09 100-17(2)(a)-(d):09 100-17(2)(a)-(d):09	2 1 1 2
Sleeping Equipment (N/A in only school age children in room.)	2's	Pre-K	SA	Rule #	Level
E 40. ► (Ask if not observed.) Is a separate crib, cot, or mat used for each child during nap time?				100-18(3):09	2, 3
E 41. (Observe.) Mats and mattresses at least 2 inches thick, and have a smooth, waterproof surface?				100-18(4):09	3
E 42. (Observe.) Sleeping equipment in good repair?				100-18(5):09	2, 3
E 43. (Observe.) Sleeping equipment stored so surfaces children sleep on do not touch, or cleaned/sanitized prior to each use?				100-18(8):09	2
E 44. (Observe.) Sheet and blanket or acceptable alternative provided for each child?				100-18(9):09	3
E 45. (Observe.) Sheets and blankets clearly assigned to one child?				100-18(9)(a)-(c):09	3
Notes:					
Daily Schedule & Activity Plan	2's	Pre-K	SA	Rule #	Level
E 46. (Observe.) Is a daily schedule posted for each group that includes meal, snack, nap/rest, and outdoor play times?				100-18(1):09 100-20(1):09	3 3
E 47. (Observe.) Do children have outdoor play every day, weather permitting?				100-20(2):09	3
E 48. (Observe.) Meals or snacks offered at least once every three hours?				100-15(2):09	2, 3
E 49. (Observe.) Do nap times exceed 2 hours daily?				100-18(2):09	3
E 50. (Observe.) Current activity plan posted for each group that shows activities to support children's healthy physical, social-emotional, and cognitive-language development?				100-20(3):09	2
E 51. (Observe.) Materials necessary to carry out the activity plan accessible to children?				100-20(4):09	2
Notes:					

CAREGIVER INTERVIEW QUESTIONS (To be asked of 1 caregiver in each of these 3 rooms. N/A if no caregiver/children in a room.)	X = Compliance O = Noncompliance				
	Room:	2's	Pre-K		
Name(s) of caregiver(s) interviewed:				Rule #	Level
E 52. ► (Observe and ask.) Do you have any children in your group who have food allergies? (N/O if no caregiver/children in room.)				100-15(4):09	1, 2

E 53. ► (Observe and ask.) Sleeping equipment clearly assigned to one child, and cleaned and sanitized as needed, but at least weekly? If not clearly assigned to one child, is it cleaned and sanitized prior to each use?				100-18(6):09 100-18(7):09	2 2
E 54. ► (Observe, ask if necessary.) Sheets and blankets stored separately from other children's when not in use?				100-18(9)(a)-(c):09	3
E 55. ► (Observe and ask.) Sleeping equipment spaced a minimum of 2' apart when in use, or 1' apart if children sleep head-to-toe?				100-18(10):09	2, 3
E 56. ► (Observe and ask.) Do your discipline methods include any of the following: (N/O if no children or caregiver in classroom.) Any form of corporal punishment such as hitting, spanking, shaking, biting, pinching, or any other measure that produces physical pain or discomfort? Restraining a child's movement by binding, tying, or any other form of restraint? Shouting at children? Any form of emotional abuse? Forcing or withholding of food, rest, or toileting? Confining a child in a closet, locked room, or other enclosure?				100-8(11)(b)(i)-(ii):09 100-19(4)(a):09 100-19(4)(b):09 100-19(4)(c):09 100-19(4)(d):09 100-19(4)(e):09 100-19(4)(f):09	1 2 2 3 2 2 2
E 57. ► (Ask and observe.) What are the ratios for your group during nap/rest time (how many caregivers and how many children)? Is there a way for each caregiver to communicate with another on-site caregiver without leaving children unattended?				100-11(10):09	1
E 58. Are children under the age of two ever mixed with older children when there are more than 8 children present at the center? (N/A if no infants or toddlers in care.)				100-24(1):09	1
E 59. ► (Observe and ask.) Is sleep equipment ever placed where it blocks an exit?				100-18(11):09	2
Notes:					