





Quality Checklist


Use the following checklist to keep track of the answers you receive during your search for quality programs. You may need to make additional notes as you ask questions.


 Setting	Notes
Do children have a place to store personal belongings?	
Is the environment cheerful, warm and inviting?	
Are toys on low shelves within reach of infants, toddlers and preschoolers?	
Are furnishings the right size for the ages of the children in care?	
Is the children's work displayed at their eye level?	
Are there science/sensory activities that encourage children to experiment and observe?	
Is there enough space? Do infant rooms have space for both cribs and for infants to crawl?	
Are there activity areas that allow for different types of play (housekeeping, cozy book corner, art, blocks, etc.)?	
Is the program accessible and does it meet the needs of children with disabilities?	


 Programming	Notes
Is there a curriculum that is followed?	
Are infant activities (such as play, meals, or napping) individualized?	
Is a daily record kept on feeding, naps, and diaper changes?	
Is the children's work creative and individualized?	
Is there a variety of clean, developmentally appropriate materials and equipment for children, both indoors and outdoors?	

 Program Policies		Notes
	Does the program have a written statement that describes its philosophy and are you comfortable with it?	
	Does the program have policies/procedures on discipline, illness, medicine, accidents/injuries and emergencies?	
	Does the program keep records on children and their development?	
	Does the child/staff ratio meet state standards?	
	Is the group size small enough so children are not overwhelmed?	
	Is there a safe sleep policy and a relaxed setting for nap/rest time?	
	Does the program have qualified substitutes in case of staff illness or vacation?	
	Does the program have a policy on toilet learning?	
	Does the program have a plan for when a child is bitten?	
	Does the program have a plan and resources for children with special needs?	
	Are children's families allowed to visit at any time? Is there an "open door" policy?	
	Are there opportunities for parent/family involvement?	
	Is there a written contract and do you completely agree and understand it?	

 The Children		Notes
	Are the children allowed to select learning/play activities and toys by themselves?	
	Can children choose NOT to participate in activities?	
	Do children have the opportunity to develop self-help skills as they grow, e.g. zipping, buttoning and typing shoes?	
	Is problem solving among children encouraged?	
	Do children appear actively involved and interested?	

 Health and Safety		Notes
	Are nutritious snacks and meals planned and served? Is a menu available for parents?	
	Are foods, bottles and medicines labeled with child's name and date and stored safely and appropriately?	
	Is there a staff member trained in first aid/CPR at the facility at all times? Is there a first aid kit?	
	Do staff follow health precautions such as using gloves and washing their hands and children's hands frequently?	
	Are toys cleaned daily or as needed?	
	Are there clean and easily accessible bathrooms?	
	Can the diaper changing surface be easily cleaned?	
	Is the space clean and odor free?	
	Are the programs indoor and outdoor areas safe, free of hazards and large enough for easy movement?	
	Are there separate outdoor areas for infants that include a variety of safe equipment?	
	Are electrical plugs and radiators covered or protected?	
	Are there smoke and carbonmonoxide detectors?	
	Are safety procedures for tornados, fire, etc. practiced regularly, and documented?	

 Staff		Notes
	Does a staff member greet children warmly when they arrive?	
	Do staff welcome questions and share information with families?	
	Do staff respond to children's individual needs and do they provide one-on-one attention?	
	Are staff actively involved with the children (i.e. on the floor with the infants)?	
	Are staff members required to have special training in early education, and receive continuous staff training?	
	Have the majority of staff members worked at the program more than two years?	

	Activities	Notes
	Are planned activities appropriate for the ages and developmental stages of the children, and give children opportunities to learn new physical skills?	
	Are activities planned that help children solve problems, express ideas, and learn about the real world?	
	Do books, materials, and artwork reflect cultural diversity?	
	Are daily activity plans posted and followed?	
	Does the program support early literacy by integrating appropriate activities into children's play?	
	Do activity plans provide for active AND quiet play?	
	Are children talked to, read to, and sung to by adults	

	What is the program's Youngstar Rating?	

	Additional Notes	

About CCR&R

Child Care Resource & Referral, Inc. is a non-profit resource and referral agency that works with families, child care providers and communities across northeast Wisconsin, serving 8 counties – Calumet, Fond du Lac, Green Lake, Manitowoc, Outagamie, Sheboygan, Waupaca and Winnebago. We are a member of Thriving Wisconsin and Child Care Aware® of America (CCAoA)

Our Mission

Child Care Resource & Referral improves the quality and accessibility of early childhood education and care.



**Family Resource
Center Network**

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CCR&R services as a Family Resource Center include:

- Child care referrals
- Diaper bank resources
- Play space for families
- Parent Cafe events
- Little Learners playgroups
- CPR/AED, Pediatric First Aid certification classes (Fee required)
- Referrals to other community resources that can help with child care costs, housing, food assistance, mental health, and more.

Contact Information:

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Find us on Social Media!



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