

Transmitted with this Manual Letter are changes to Service Chapter 620-01, Early Childhood Services Policy manual. Note that new language has been underlined and old language which is deleted has been struck through.

Added the word "directly."

Staffing Requirements 620-01-85

The operator must maintain proper ratio at all times. In a center setting, when children are napping, it is allowable for staff to be engaged in other activities on the premises, such as cleaning or planning, as long as one staff person is directly supervising the napping children, and other staff counted in the ratio are readily accessible. When children are awake, staff ratio must be met with staff who are directly supervising the children.

Deleted section, as changes to administrative code now supersede this policy.

~~Same Age Group Population/Mixed Age Group/Staffing and Child Ratio in Group Programs and Centers 620-01-85-05~~

Added language to clarify requirements.

Maximum Group Size for a Center 620-01-85-10

A group is the number of children assigned to a caregiver staff member or team of caregivers staff members occupying an individual classroom. The number of children assigned is based upon rules for child/staff ratio and indoor space requirement of minimum of 35 square feet per child as well as all other rules that apply.

Areas occupied by groups ~~under age six~~ must be defined by permanent walls, movable walls, or other ~~approved~~ partitions approved by the licenser and early childhood regional supervisor. ~~Partitions need to be at least four feet tall.~~ Effective January 1, 2015, all programs will have to comply with this policy.

While there may be times when it is appropriate to bring groups together or to rotate groups throughout the facility during the day, it is important that children have a consistent home classroom where they spend the majority of their day in a familiar group with familiar staff members.

Water Temperature 620-01-95-15

Hot water heaters must be turned down or there must be a tempering valve or an anti-scalding device on the faucets used by children so that the temperature of hot water supplied to sinks does not exceed one hundred twenty degrees Fahrenheit (94.2 degrees Celsius). Authorized agents shall take into consideration that slight variations in water temperature will be expected, as water heaters fluctuate throughout the day and thermometers used to measure water temperature may also result in slightly different readings. Verbal warnings should be issued rather than written correction orders when temperatures are between 120 and 125 degrees Fahrenheit.

Effective Date: August 1, 2012