



Star-Quality Child Care Program Report Card For Child Care Centers

Facility Name: _____

Date: _____

Accredited by: _____

Compliance History

☐ This agency meets the star quality eligibility requirements.

☐ This agency does not meet the star quality eligibility requirements. During the eligibility period the agency:

☐ was on probation;

☐ received a major civil penalty

☐ had part of its license suspended;

☐ received 5 or more minor civil penalties.

Further compliance history is available by contacting the local DHS child care licensing office at: _____

OVERALL
RATING

<div><div></div><div>DIRECTOR QUALIFICATIONS</div></div>	<div><div></div><div>PROFESSIONAL DEVELOPMENT</div><div>Qualifications of Teaching Staff*</div><div>* Exception for supervised students in a co-op program</div></div>	<div><div></div><div>DEVELOPMENTAL LEARNING</div><div>Effective January 2010</div></div>	<div><div></div><div>PARENT/FAMILY INVOLVEMENT</div></div>	<div><div></div><div>RATIO AND GROUP SIZE</div><div>Adult:child ratios in multi-age grouping*</div></div>	<div><div></div><div>STAFF COMPENSATION</div></div>	<div><div></div><div>PROGRAM ASSESSMENT</div></div>																											
T H R E E S T A R R A T I N G																																	
<div><input type="checkbox"/> 20 hours training every year.</div> <div><input type="checkbox"/> Annually updated Professional Development Plan.</div> <div><input type="checkbox"/> 1 of the following:<div><div>– High School Diploma, or equivalent, with a Child Development Associate credential or early Childhood Technical Certificate or equivalent, and 7 years experience administering an early care and/or education program; or</div><div>– Associate's Degree in a relevant area and 4 years experience administering an early care and/or education program; or</div><div>– Bachelor's Degree or higher in a relevant area and 2 years experience administering an early care and/or education program.</div><div>– Beginning October 2009, a Program Administrator Credential.</div></div></div>	<div><div><input type="checkbox"/> All teaching staff have high school diploma or its equivalent.</div><div><input type="checkbox"/> All teaching staff have an annually updated Professional Development Plan that includes training hours that support the goals of the plan.</div><div><input type="checkbox"/> Written plan for transitioning children affected by teaching staff turnover.</div><div><input type="checkbox"/> All teaching staff receive at least 6 hours annual training in addition to the training required by licensing regulations.</div><div><input type="checkbox"/> 50% of teaching staff have 1 of the following:<div><div>– 4 years experience in an early care and/or education program and documented enrollment in TECTA orientation, or equivalent training;</div><div>– 3 years experience in an early care and/or education program and documented enrollment in Child Development Associate credential or Early Childhood Technical Certificate program or equivalent;</div><div>– 2 years experience in an early care and/or education program and a current Child Development Associate credential or Early Childhood Technical Certificate program or equivalent;</div><div>– 1 year experience in an early care and/or education program and Associate's Degree in relevant field;</div><div>– Bachelor's Degree or higher in relevant field.</div></div></div></div>	<div><div><input type="checkbox"/> Maintain copies of applicable developmental standards on site and available to staff.</div><div><input type="checkbox"/> Director and 100% of teaching staff participate in 3 hours of DHS approved training on the applicable developmental learning standards.</div><div><input type="checkbox"/> Director shall observe and document the use of the applicable developmental standards.</div></div>	<div><div><input type="checkbox"/> Provides a quarterly updated bulletin board for communications/ announcements to parents.</div><div><input type="checkbox"/> Provides written communication to parents monthly.</div><div><input type="checkbox"/> Offers and documents 1 group parent meeting per licensing year for all parents of enrolled children.</div><div><input type="checkbox"/> Offers and documents 1 individual parent conference per licensing year that focuses on the child's developmental status or needs.</div><div><input type="checkbox"/> Provides parent education handouts to all parents.</div><div><input type="checkbox"/> Offers and documents 1 project or activity for families per licensing year.</div><div><input type="checkbox"/> Offers 1 parent educational training per licensing year for all families receiving service.</div><div><input type="checkbox"/> Provides list of current community resources for enrolling parents.</div><div><input type="checkbox"/> Offers parents an annual opportunity to evaluate the curriculum, structure and parent involvement aspects of the program.</div><div><input type="checkbox"/> Maintains a Parent Advisory Council with documented meetings at least 2 times per year.</div></div>	<div><div><input type="checkbox"/> Meets the following ratios and group sizes: (Single Age Grouping):</div><div><table><thead><tr><th>Age</th><th>A:C Ratio</th><th>Group Size</th></tr></thead><tbody><tr><td>Infant</td><td>1:4</td><td>8</td></tr><tr><td>Toddler</td><td>1:4</td><td>12</td></tr><tr><td>2 yrs.</td><td>1:5</td><td>10</td></tr><tr><td>3 yrs.</td><td>1:8</td><td>16</td></tr><tr><td>4 yrs.</td><td>1:13</td><td>20</td></tr><tr><td>5 yrs. (not in kindergarten)</td><td>1:15</td><td>20</td></tr><tr><td>K-8 yrs.</td><td>1:17</td><td>25</td></tr><tr><td>9-12 yrs.</td><td>1:19</td><td>25</td></tr></tbody></table><div>*The adult:child ratio in a multi-age grouping shall be determined by the age of the majority of the children in the group unless the group contains an infant, in which case the adult:child ratio for infants shall always be maintained. If the ages of the children are evenly divided, and thus, there is no majority age, the adult:child ratio for the group shall be set by the adult:child ratio required in a single age grouping of the youngest child in the group.</div></div></div>	Age	A:C Ratio	Group Size	Infant	1:4	8	Toddler	1:4	12	2 yrs.	1:5	10	3 yrs.	1:8	16	4 yrs.	1:13	20	5 yrs. (not in kindergarten)	1:15	20	K-8 yrs.	1:17	25	9-12 yrs.	1:19	25	<div><div><input type="checkbox"/> Provides an employee pay scale for all staff.</div><div><input type="checkbox"/> Provides a pay scale for the teaching staff that is related to the employee's education, training, and/or experience in child care/education.</div><div><input type="checkbox"/> Provides at least 4 of the following employee benefits listed below:<div><div>– payment of individual professional membership or association fees;</div><div>– insurance supplement;</div><div>– paid leave (e.g. sick, vacation, holiday, personal, family, bereavement);</div><div>– reduced fee to staff for child care services;</div><div>– money or cash equivalent bonuses (e.g. gift cards);</div><div>– insurance (e.g. health, life, accident, disability, dental, vision);</div><div>– tuition for academic education;</div><div>– paid participation in staff development/ training;</div><div>– retirement fund (e.g. 401k);</div><div>– flextime;</div><div>– differential shift pay.</div></div></div></div>	<div><div><input type="checkbox"/> Selected rooms or groups were assessed by trained observers using a scale that indicates the level of quality in the room or group as being either “Inadequate,” “Minimal,” “Average,” “Good” or “Excellent.”</div><div><input type="checkbox"/> This agency received a score of _____. This score indicates a level of quality observed in this child care agency that was at least GOOD or higher as compared to national findings.</div><div><input type="checkbox"/> Following the annual agency assessment, has developed an improvement plan based upon the agency's Assessment Results.</div></div>
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<div><div><input type="checkbox"/> High school diploma or its equivalent.</div><div><input type="checkbox"/> 30 hours pre-service orientation training, including age specific training, inclusion of children with special needs and business management/administration.</div><div><input type="checkbox"/> Annually updated Professional Development Plan.</div><div><input type="checkbox"/> One of the following:<div><div>– 8 years experience in early care and/or education, with 4 years experience administering an early care and/or education program.</div><div>– A Bachelor's Degree or higher in relevant area and 5 years of experience in early care and/or education.</div><div>– Beginning October 2009, a Program Administrator Credential.</div></div></div></div>	<div><div><input type="checkbox"/> All teaching staff have high school diploma or its equivalent.</div><div><input type="checkbox"/> 75% of teaching staff have an annually updated Professional Development Plan that includes training hours that support the goals of the plan.</div><div><input type="checkbox"/> 25% of teaching staff have 1 of the following:<div><div>– 3 years experience in early care and/or education and 30 hours training through TECTA, a Tennessee Technology Center, or equivalent training on an approved standardized curriculum.</div><div>– Documentation of enrollment in a Child Development Associate credential or Early Childhood Technical Certificate program.</div></div></div><div><input type="checkbox"/> All teaching staff receive annually a minimum of 3 hours training in addition to the training hours required by licensing regulations.</div></div>	<div><div><input type="checkbox"/> Maintain copies of applicable developmental standards on site and available to staff.</div><div><input type="checkbox"/> Director and 75% of teaching staff participate in 3 hours of DHS approved training on the applicable developmental learning standards.</div><div><input type="checkbox"/> Director shall observe and document the use of the applicable developmental standards.</div></div>	<div><div><input type="checkbox"/> Provides a quarterly updated bulletin board for communications/ announcements to parents.</div><div><input type="checkbox"/> Provides written communication to parents every two months.</div><div><input type="checkbox"/> Offers and documents 1 group parent meeting per licensing year for all parents of enrolled children.</div><div><input type="checkbox"/> Offers and documents 1 individual parent conference per licensing year that focuses on the child's developmental status or needs.</div><div><input type="checkbox"/> Provides parent education handouts to all parents.</div><div><input type="checkbox"/> Completes 2 additional items from the 3 star category.</div></div>	<div><div><input type="checkbox"/> Meets the following ratios and group sizes: (Single Age Grouping):</div><div><table><thead><tr><th>Age</th><th>A:C Ratio</th><th>Group Size</th></tr></thead><tbody><tr><td>Infant</td><td>1:4</td><td>8</td></tr><tr><td>Toddler</td><td>1:5</td><td>10</td></tr><tr><td>2 yrs.</td><td>1:6</td><td>12</td></tr><tr><td>3 yrs.</td><td>1:9</td><td>18</td></tr><tr><td>4 yrs.</td><td>1:13</td><td>20</td></tr><tr><td>5 yrs. 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This score indicates a level of quality observed in this child care agency that was between AVERAGE and GOOD as compared to national findings.</div><div><input type="checkbox"/> Following the annual agency assessment, has developed an improvement plan based upon the agency's Assessment Results.</div></div>
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<div><div><input type="checkbox"/> High school diploma and 4 years full-time work experience with young children.</div><div><input type="checkbox"/> 4 hours pre-employment training.</div><div><input type="checkbox"/> 30 hours TECTA or comparable training, or 4 years college and 1 year full-time work experience with young children in a group setting; or 2 years college with at least 30 hours in business or management, child or youth development, early childhood education or related field, and 2 years full-time work experience with young children in a group setting; or was employed as an on-site director or child care agency owner as of July 1, 2000.</div></div>	<div><div><input type="checkbox"/> First year: Completion of 18 hours in-service training including 2 hours pre-service training within the first 30 days, an additional 6 hours within the first 6 months, and the remaining 10 hours before the end of the first year.</div><div><input type="checkbox"/> After first year: Completion of 12 hours training annually.</div></div>	<div><div><input type="checkbox"/> No minimum licensing standard.</div></div>	<div><div><input type="checkbox"/> Provides written policies and procedures at time of admission.</div><div><input type="checkbox"/> Requires preenrollment visit by parent or designee.</div><div><input type="checkbox"/> Maintains a plan for regular and ongoing communication with parents concerning curriculum, changes in personnel, planned changes affecting children's routine care.</div><div><input type="checkbox"/> Conducts an awareness program for parents once a year that includes a child abuse prevention component, with information on the detection, reporting, and prevention of child abuse in centers and in the home.</div></div>	<div><div><input type="checkbox"/> Complies with licensing regulations.</div></div>	<div><div><input type="checkbox"/> No minimum licensing standard.</div></div>	<div><div><input type="checkbox"/> No minimum licensing standard.</div></div>																											

HIGHER QUALITY STANDARDS

BETTER

MINIMUM STANDARDS