

CHOOSING A CHILD CARE CENTRE/PRESCHOOL/SCHOOL



CHECKLIST FOR PARENTS/CARERS

This checklist has been designed to be used by parents and carers to assist them in making decisions about the best setting for their individual child's needs.

Information recorded on the checklist can be useful to compare sites if several are being considered.

Please don't hesitate to contact your key worker if any other support is needed when visiting different centres

General Information

Name of Site:
Type of Site: (child care, preschool, school)
Address:
Phone Number:
Director/Co-ordinator/Principal:
Hours site operates:
Holiday closure:
Fees: Fee relief? Is this available Child care benefit?
Is there a waiting list?

Child Care Centre/Preschool

What is the child/staff ratio?
If using child care for preschool, is there a staff member with qualifications in Early Childhood education?
What is the daily routine?
How are the children grouped? Eg baby, toddler or family
What meals/drinks are provided during the day?
Is there a balance of indoor and outdoor play?
Activities provided – language eg songs, rhymes/variety of play
Accessible toys/activities?

Information for parents

Is there a parent information booklet? Does it include policies on health, hygiene, behaviour management, sick children, emergency contact, safety, collection of children?
Are parents welcome to visit child care/preschool/school? With or without an appointment?
OHSC – Is this available? Is this accessible to my child?

The site environment

(make observations or ask questions about the following topics)

Are children called by name?

Is there a focus on positive behaviour?

Do the staff and children look busy and happy?

Toys/equipment – does it look safe, clean, well organised?
Is the site safe? Are there fences, lockable gates, childproof?

Is there a policy regarding wearing a hat and sunscreen?

Are bathroom/toilet/meal preparation areas clean?

Access to the site? (Parking, steps, slopes, gates, uneven ground)

Access to outdoor play areas? (bark chips, raised edges on sandpit, play equipment)

Toileting (If needed is there room for a change bench, space for wheelchair transfers, grab rails)?

Supports available

Child care: Are they aware of or use Inclusive Directions?
Preschool /school: Are they aware of SERU, supports available regarding access/equipment/support?
Is there anyone skilled in communication support eg signing/other?
Preschool: Do they offer early entry/pre entry?
Preschool : Individual learning plan (ILP) School: Negotiated Education Plan (NEP)
Preschool/School: Who is the disability co-ordinator involved with the site?
Health supports: Health care plan (CHESS)/TPCP/OEDCP?