

**Connecticut Office of Early Childhood
Division of Licensing**

**PRESCHOOL ENDORSEMENT APPLICATION
for Child Care Centers and Group Child Care Homes**

Regulations 19a-79 Preschool Children Endorsement

The operator of a program shall be responsible for compliance with the requirements of sections 19a-79-1a to section 19a-79-9a, inclusive, and section 19a-79-13 of the Regulations of Connecticut State Agencies.

1. **Program Name:** _____

Location Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Telephone: _____ **License Number:** _____

2. **AGES SERVED**

Ages of preschool children you will accept: _____

3. **EDUCATIONAL PROGRAM – Section 19a-79-8a**

Each child care center and group child care home shall develop and implement a written daily or weekly plan that is developmentally appropriate and shall be available to parent(s) and program staff. Such plans shall reflect the learning and developmental needs of the diverse population of children in the setting, which includes children with cultural, language and developmental differences, and shall incorporate skills across multiple domains, including but not limited to, social and emotional development, cognition, physical development and health, language and literacy, mathematics, creative arts, science, and social studies.

(a) The written plan shall include: (1) The use of a variety of indoor and outdoor environments based on the children's interest, individual needs and the learning to be addressed; (2) A flexible schedule that allows time for children to make choices, continue projects over time, and transition from one activity to another; (3) Learning experiences that are relevant to the children's lives and cultural context. (4) A balance of child-initiated and teacher-initiated experiences; (5) Exploration and discovery; (6) The use of a variety of materials that support active engagement and promote skills across areas of learning and development; (7) Rest, sleep or quiet activities; (8) Nutritious meals and snacks; (9) Toileting and clean up; (10) Individual and small group activities; and (11) Moderate and vigorous physical activity for children three years of age and older unless a child has a disability or is experiencing a developmental delay, as defined in section 10-76a of the Connecticut General Statutes, which prevents such child from engaging in such physical activity. Such activity shall take place outdoors.

(b) No child care center or group child care home shall provide access to mobile cellular telephones, laptops and desktop computers or equipment that is capable of playing a video game or digital video disk to children under two years of age. Each child care center and group child care home shall restrict access to mobile cellular telephones, laptop and desktop computers or equipment that is capable of playing a video game or digital video disk by children two years of age and older except for educational or physical activity purposes. This subsection shall not apply to a child in the care of such child care center or group child care home that has a disability or is experiencing a developmental delay, as defined in section 10-76a of the Connecticut General Statutes and requires the use of such devices as a result of such disability or delay. **(attached)**

4. **CONSULTANTS AND HEAD TEACHER:**

The Education Consultant and Head Teacher shall have appropriate experience with the ages of the children to be served in the program. Both the consultant and head teacher shall be approved by the OEC Registry.

☐ **Education consultant agreement (attached)**

specific duties of the education consultant shall include, but not be limited to: (i) Making, at a minimum, annual site visits to the facility; (ii) Reviewing daily plans, curriculum documents, and educational policies for the developmental and age appropriate practices; (iii) Observing program staff interactions, use of materials and equipment, implementation of plans and approaches to classroom management; and (iv) Providing feedback on documentation review and classroom observations to the director and head teacher.

☐ **Head Teacher certificate (attached)**

☐ **Health consultant agreement (attached)**

Specific duties of the health consultant shall include, but not be limited to: (i) Making, at a minimum, quarterly site visits to facilities that serve children three years of age and older; or for group child care homes, facilities that operate no more than three hours per day, or facilities that enroll only school age children, semi-annual site visits. Facilities that are closed during the summer months may omit the summer quarterly visit. Site visits shall be made by the health consultant during customary business hours when the children are present at the facility.

5. **TOILET AND WASHING FACILITIES:**

For programs serving children under five (5) years of age, there shall be at least one (1) toilet and one (1) sink with running water for every sixteen (16) children, or fraction thereof. Where toilets and sinks are shared by children and adults, a written policy shall be developed and implemented that requires supervision of children when using the shared toilet room. **(attached, if applicable)**

Number of toilets for children: _____ Number of sinks for children: _____

6. **LOCAL APPROVALS:**

Plans for new construction, expansion, or renovation, indicating the proposed use and accompanied by a written narrative shall be submitted to the Office prior to the start of construction, expansion, or renovation. Written approval by the local officials shall be submitted to the Office.

☐ **Local Health department approval (attached)**

☐ **Fire marshal certificate/approval (attached)**

- ☐ Building official approval (**attached**)
- ☐ Zoning official approval (**attached**)

The OEC must be notified of any change in plan of operation involving facility, staff, children served at any one time from that indicated on this application. Additional approval is required for continued licensure if there are any changes in the conditions on which any earlier licensure is granted. The official license to operate a child care center/group child care home must be posted on the premises in a conspicuous manner.

The facts as stated in completion of this application are true.

Signature of Operator or Legal Representative: _____

Printed Name of Operator or Legal Representative: _____

Date: _____

See the Licensing Division website for more information:

<https://www.ctoec.org/licensing/child-care-centers-group-child-care-homes>

12/20/24

