

**OFFICE OF EARLY CHILDHOOD
DIVISION OF LICENSING**

**SUPPLEMENTARY APPLICATION FOR PRESCHOOL ENDORSEMENT
IN 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.

P/S 1. Name of Center/Group Home

Location Address:

Town/City/State: _____ **Zip Code:** _____

Telephone: _____ **License Number:** _____

P/S 2. AGES SERVED

Ages of Preschool Children you will accept: _____

P/S 3. EDUCATIONAL PROGRAM

Each child day care center and group day care home shall develop and implement a written plan for the daily program that includes a flexible schedule and shall be available to the parent(s) and staff. Child day care centers and group day care homes shall have policies, procedures and activities that meet and enhance the individual needs of the diverse population of children served, which includes children with cultural, language and developmental differences. (a) The plan shall include: (1) indoor and outdoor physical activities which provide opportunities for fine and gross motor development; (2) (3) problem-solving experiences that facilitate concept formation, language development and sensory discrimination; creative experiences which allow children the opportunity to develop and express their own ideas and feelings in all parts of the program, including, but not necessarily limited to: (A) art and media, (B) dramatic play, (C) music, (D) language, and (E) motor activity; (4) language learning experiences that provide opportunities for spontaneous conversation, as well as experiences with books, poems, stories and songs; (5) experiences that promote self-reliance and build self-esteem, including, but not necessarily limited to, self care of body and clothing, care of possessions and shared group responsibility for equipment and materials; (6) health education experiences that include modeling good health practices, sound nutrition and safety awareness. The program shall include: (1) child-initiated and teacher-initiated activities; (2) exploration and discovery; (3) varied choices for children in materials and equipment; (4) individual and small group activities; (5) active and quiet play; (6) rest, sleep or quiet activity; (7) nutritious snacks and meals; and (8) toileting and clean up. (attached)

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P/S 4. CONSULTANTS AND HEAD TEACHER

The Early Childhood Education Consultant shall have appropriate experience with the ages of the children to be served in the program. The approved Head Teacher shall have the appropriate experience with the ages of the children to be served in the program.

- Education consultant agreement (attached)
- Head Teacher certificate (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 (3) years of age and older; or for group day care homes, facilities that operate no more than three (3) 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.

- Health consultant agreement (attached)

P/S 5. TOILET AND WASHING FACILITIES

For programs serving children under six (6) 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.

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

P/S 6. LOCAL APPROVALS

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

- Local Health department approval (attached)
- Fire marshal certificate/approval (attached)
- Building official approval (attached)
- Zoning official approval (attached)

The licensing authority (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. Approval by the agency is required prior to the use of any space that has been newly constructed, expanded, renovated or converted. 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: _____