

Catholic Mutual...CARES

CHILD CARE CENTERS RISK REDUCTION MEASURES

1. Use systematic and careful screening methods to hire employees, and use these same screening methods for volunteers, students, and other individuals who will be working in and around the Child Care Center. A probationary period should also be used for all staff, volunteers, students, and other individuals.
2. Make sure the Child Care Center Director is current on all laws and procedures in handling suspected child abuse, child neglect, or molestation cases.
3. Keep your staff-child ratios as high as possible. Draft an emergency plan that assigns the maximum number of staff to children possible.
4. Prepare written operating procedures, policies, and personnel requirements.
5. Develop a stringent system to supervise all staff.
6. Maintain good communications among your staff.
7. Ensure that all staff participate in training programs, such as sessions on first-aid and child abuse prevention.
8. Allow parent visitation at any time.
9. Document how the physical safety of children is protected in your program: staff first-aid training, collaboration with medical practitioners, and safety practices for field trips.
10. Conduct safety surveys on a regular basis and document these surveys.
11. Special protective covers for all electrical receptacles should be installed in all areas occupied by children under six years of age.
12. Exits should be well defined and clearly marked.
13. Conduct fire drills on a regular basis and document these drills.
14. Is the facility equipped with fire extinguishers, and are they the appropriate type? Are they properly tagged and mounted, annually inspected, clearly marked, and easily accessible?
15. Is there an adequate fire alarm system, smoke detection system, and emergency lighting system?
16. Maintain an emergency plan that documents staff-child ratios of 1:3 for children under 2; 1:4 for children ages 2-3; 1:7 for children ages 3-5; 1:10 for children ages 5-8; and 1:12 for children ages 8 and above.