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| **Child Screening & Assessment** | | | |
| **1\*** | **2 \*\*** | **3 \*\*\*** | **4 \*\*\*\*** |
| Mandatory | Mandatory | Mandatory | Mandatory |
| Complete Ages and Stages Questionnaire on line for every SR child within 45 days of entering care and annually thereafter during birth month. C, D  Families are provided results of ASQ screenings in writing. C, D | Meet 1\* requirements  All SR children receive vision/hearing screening annually with follow up if necessary (with parent permission). D | Meet 2\*\* requirements.  Administer TSG Gold SR on all SR children. D  Screening results inform small and large group instruction. D  All families are provided results of all screenings & assessments in writing. D  Has been in ASQ compliance for 12 months | Meet 3\*\*\* requirements.  Screening/assessment results promote 1:1 instruction. D |
| Options |  | Accomplish 1 or more | Accomplish 2 or more |
|  |  | 1. Families get results of screenings/assessments in conference format (telephone or face to face). D  2. Screening/assessment results promote 1:1 instruction. D | 1.Families get results of screenings/assessments in conference format (telephone or face to face)D  2. Families and staff set goals for child and offer home activities. D  3. Portfolio given to families to share. D |

**Notes:**

**\* Teaching Strategies Gold (TSG), AKA Gold SR, is the ELC Escambia choice of pre/post assessments and is required for the 3 & 4 Star rating.**

**Key: C = Contractual requirement noted to establish baseline, D = Documentation, O = Observed by Coalition staff**

**All providers on ELC probation will be lowered to a 1 star**

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| **Curriculum & Technology** | | | |
| **1\*** | **2 \*\*** | **3 \*\*\*** | **4 \*\*\*\*** |
| Mandatory | Mandatory | Mandatory | Mandatory |
| Curriculum: Implement a curriculum from OEL approved curriculum list. C, D  Curriculum is fully implemented in each classroom. O | Meet 1\* requirements.  All Lead teachers have received a minimum of 4 hours of training on the adopted curriculum and/or a DAP approved course through the Coalition. D  Program has on site at least one computer with internet access for staff use. D | Meet 2\*\* requirements.  All instructional staff employed 6 months or more have been trained on the use of adopted curriculum (min 4 hours). D  Lesson Plans are posted where parents can view them. D, O | Meet 3\*\*\* requirements.  100% instructional staff completed five hours age-appropriate Literacy, Phonological Awareness and 4 hours early math/science. D  All classrooms have posted & implemented lesson plans aligned with developmentally appropriate ELG. D, O |
| Options |  | Accomplish 3 or more | Accomplish 4 or more |
|  |  | 1. 75% instructional staff completed 5 hours age-appropriate Literacy, Phonological Awareness and 4 hours early math/science. D  2. Teachers ensure snack, mealtimes and outdoor play are learning times on the daily lesson plan. D, O  3. Art and/or messy play is implemented 2 x per week on lesson plans. D, O  4. Cameras are used throughout all classrooms to visually document children’s activities. D | 1. Cameras are used throughout all classrooms to visually document children’s activities. D  2. Program offers website and other social media opportunities. D, O  3. Teachers ensure snack, mealtimes and outdoor play are learning times on the daily lesson plan. D, O  4. All instructional staff complete 4 hours enhanced curriculum training annually. D  5. Art and/or messy play is implemented 3 x per week on lesson plans. D, O |

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| **Family Partnerships** | | | |
| **1\*** | **2\*\*** | **3\*\*\*** | **4\*\*\*\*** |
| Mandatory | Mandatory | Mandatory | Mandatory |
| Provide Families with Rates and Fees List, Discrimination Policy and Attendance Policy. C | Meet 1\* requirements.  Program has an orientation procedure. D, O (Note 1)  Family Handbook provided to every family. D (Note 2)  Post a Family Board that is updated at least monthly. O | Meet star 2\*\* requirements.  Program has an enhanced orientation procedure for families. D (Note 3)  Director and staff have been trained in SF model. D | Meet star 3\*\* requirements.  Program has a Parent Client Support System, which includes checking in with new families after a few weeks. D (Note 4) |
| **Options** |  | **Accomplish 3 or more** | **Accomplish 5 or more** |
|  | . | 1. Program provides one formal conference annually with family (telephonic, email, or face to face). D  2. Program offers two family supports. D (Note 5)  3. Publish a monthly newsletter. D  4. Communicate regularly w/families using 2 or more modes of communication. D, O (Note 6)  5. Host an annual event each year for families. D  6. Director has trained in the Strengthening Families (SF) model. D  7. At least 50% of families complete a program satisfaction survey annually. D (Note 7) | 1. Program provides two formal conferences annually with family of 4 year old children D  2. Program offers two family supports. D (Note 5)  3. Publish a monthly newsletter. D  4. Program has a Family Advisory Board that meets 2 or more times a year. D  5. Communicate regularly w/families using 3 or more modes of communication. D, O  6. Director has trained in the Strengthening Families (SF) model. D  7. Program offers one SF series annually. D  8. At least 75% of families complete a program satisfaction survey annually. D (Note 7) |

**Family Partnership Notes:**

**1. Orientation procedures** include: providing parents with written information about center operations, schedule, fees, health requirements and discipline policy.

**2. Family handbook** includes written information about center operations, schedule, fees, health and discipline policies. It would include attendance procedures/policies with a holiday schedule of program closures.

**3. Enhanced orientation procedures** include: a guided tour, introduction to the appropriate classroom teachers, and an opportunity to ask questions of the Director

**4. A Parent Client Support System** requires concrete evidence such as written policy and procedures; family orientation checklist; written two way communication logs. It also involves multiple participants and defined process of accountability.

**5. Family supports** include lending library for adults and/or children, social functions for families, information on supportive services regarding family/child issues, child care during family conferences, provisions for food or clothing donations for program community or community at large, Strengthening Families or other family workshops with child care included.

**6. Documented modes of communication** include: TSG case notes/reports for parents, periodic family meetings, newsletters, mailed and email letters, daily reports, phone calls and website.

**7. Program satisfaction/evaluation** incorporates a feedback loop that might be a suggestion box, message book or an informal questionnaire where the data is used to develop a written plan for program improvement.

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| **Program Operations** | | | |
| **1\*** | **2\*\*** | **3\*\*\*** | **4\*\*\*\*** |
| Mandatory | Mandatory | Mandatory | Mandatory |
| Meets DCF requirements for type of child care facility and program. C | Meet 1\* requirements.  Program has less than 8 findings of contractual noncompliance in previous 12 months. D  Program cannot be a High Risk as result of Tier 2 monitoring D  Program is not on ELC probation  Program has employee handbook and written personnel policies. D | Meet 2\*\* requirements.  Program has a current year budget including revenue and expenses. D  Program has a written business/strategic plan. D  Program has less than 6 findings of contractual noncompliance in previous 12 months. D  Program has not been on ELC probation during past 6 months  Centers:  Written annual performance appraisal conducted by Director or Owner. D  Conduct monthly staff meetings with agenda or notes documenting discussion. D  Homes/FCCH:  Written annual performance appraisals with subs. D  Meet with professional association monthly (min. 8/year). D | Meet 3\*\*\* requirements.  Program has no Class 1 violations or ELC contract probation in past year. D  Program has less than 4 findings contractual noncompliance in previous 12 months. D  Program has not been on ELC probation during the past 12 months D  Centers:  Written annual performance appraisal include goals and professional development targets for next year. D  Conduct monthly staff meetings with agenda or notes and occasional training with evaluations. D |

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| **Professional Development** | | | |
| **1\*** | **2\*\*** | **3\*\*\*** | **4\*\*\*\*** |
| Mandatory | Mandatory | Mandatory | Mandatory |
| All new staff have completed 40 hours DCF mandated training within 90 days required. C  Experienced staff have 10 hours in service annually. C  All staff employed over 90 days have enrolled in 40 hour course. C  All staff employed over 1 year  maintain annual 10 hours of in-service training. | Meet 1\* requirements.  All staff successfully complete DAP 5 hour literacy. D | Meet 2\*\* requirements.  20 hours in-service for 50% center staff and FCCH provider & sub. D  FCCH provider or Center Director and one teacher in each age group complete one inclusion workshop annually. D  25% staff have DCF staff credential or higher and FCCH provider has a DCF staff credential | Meet 3\*\*\* requirements.  50% center staff have DCF staff credential or higher. D  50% center staff and FCCH sub have appropriate ELG standards training. D |
| **Options** | **Accomplish** | **Accomplish 3 or more** | **Accomplish 2 or more** |
|  |  | 1. 50% center staff  And FCCH sub completed Core Competency training. D  2. 50% center staff and FCCH sub have appropriate ELG standards training. D  3. All classroom staff and FCCH sub completed one inclusion workshop annually. D  4. 50% center staff have DCF staff credential or higher (AA, etc.). D | 1. FCCH completes Second Helping Training. D  2. All classroom staff and FCCH sub completed two inclusion workshops annually. D  3. Core Competencies for all staff, directors and FCCH provider & sub. D  4. All center staff and FCCH provider and sub have 20 hours in-service or more. D |

ELG = Early Learning Guidelines (0-3 Developmental Standards or 4 year old Standards)