



## Early Learning/Child Care Facility Feasibility Checklist

(for family home and center programs)

This checklist may be used when considering a building's feasibility of meeting licensing requirements for a family home child care or a child care center. It includes general requirements related to the physical space, but does not include every requirement. Please refer to the Foundational Quality Standards for Early Learning Programs (Chapter 110-300 WAC) <https://apps.leg.wa.gov/wac/default.aspx?cite=110-300> to review the licensing requirements in full detail. To determine if the building meets local building and fire codes, contact your local building official.

To learn more about becoming a licensed child care provider, contact the Department of Children, Youth, and Families' child care licensing office in your area. A list of child care licensing offices and contact information can be found here: <https://www.dcyf.wa.gov/find-an-office/el-offices>

<p><b>General indoor program space</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Clean, sanitary and well-maintained - WAC 110-300-0240</li> <li><input type="checkbox"/> 35 sq. feet per child; additional 15 sq. feet per infant and toddler - WAC 110-300-0354, 0355</li> <li><input type="checkbox"/> Temperature (68-82° F) - WAC 110-300-0165(4)</li> <li><input type="checkbox"/> Exits - WAC 110-300-0166 (<i>For center: also refer to Office of State Fire Marshal's child care center checklist</i>)</li> <li><input type="checkbox"/> <i>For center:</i> classroom or well-defined space for each group of children - WAC 110-300-0356</li> <li><input type="checkbox"/> Supervision - WAC 110-300-0345</li> <li><input type="checkbox"/> Other</li> </ul>	<p><b>Outdoor play area - WAC 110-300-0145</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Route - safe and reachable method</li> <li><input type="checkbox"/> Fence/self-closing &amp; self-latching gate</li> <li><input type="checkbox"/> 75 sq. feet per child/alternate plan</li> <li><input type="checkbox"/> Shaded areas</li> <li><input type="checkbox"/> Two exits (one away from building)</li> <li><input type="checkbox"/> Supervision - WAC 110-300-0345, -0350</li> <li><input type="checkbox"/> Swimming pools/water hazards - WAC 110-300-0175</li> <li><input type="checkbox"/> Other</li> </ul>
<p><b>Safe water sources - WAC 110-300-0235, -0165(4)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Hot and cold running water</li> <li><input type="checkbox"/> Water accessible to children - not hotter than 120° F</li> <li><input type="checkbox"/> Water from fixtures used for food prep or infant formula, drinking, or cooking - tested for lead and copper</li> <li><input type="checkbox"/> Private well - comply with WAC 173-60</li> <li><input type="checkbox"/> Private well water - tested for E. coli bacteria and nitrates</li> <li><input type="checkbox"/> Other</li> </ul>	<p><b>Private septic system - WAC 110-300-0250</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Septic approval, as built, design, location and maintenance plan</li> <li><input type="checkbox"/> Septic system pumping and inspection</li> <li><input type="checkbox"/> Playground not to interfere with access to, or operation of, private septic system including the drain field and tanks</li> <li><input type="checkbox"/> Other</li> </ul>
<p><b>Electrical - WAC 110-300-0165(5)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Electrical outlets - tamper resistant or blank cover plate in areas accessible to children</li> <li><input type="checkbox"/> Electrical outlet near water source - GFCI outlet type &amp; inaccessible to children/tamper resistant</li> <li><input type="checkbox"/> Extension cords - temporary use only &amp; not replace direct wiring</li> <li><input type="checkbox"/> Other</li> </ul>	<p><b>Stairways - WAC 110-300-0165(4)(f)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Must meet local building codes</li> <li><input type="checkbox"/> Inaccessible to infants and toddlers when not in use</li> <li><input type="checkbox"/> Handrail with slats (balusters) - openings between slats not large enough to allow a sphere that is 3 ½ inch wide to pass through</li> <li><input type="checkbox"/> Other</li> </ul>
<p><b>Windows - WAC 110-300-0165(2)(b)(4)(b)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 3 ½" opening/barrier if within reach of children, except emergency exit window <u>in family home</u></li> <li><input type="checkbox"/> Cords on window blind or window covering/no loops</li> <li><input type="checkbox"/> Other</li> </ul>	<p><b>Platforms and decks - WAC 110-300-0165(4)(g)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Must meet local building codes</li> <li><input type="checkbox"/> Drop zone of more than 18 inches must have guardrails in sections without steps</li> <li><input type="checkbox"/> Other</li> </ul>

<p><b>Furnace and heating devices - WAC 110-300-0170(3)(b)(f)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Inaccessible to children</li> <li><input type="checkbox"/> No portable heaters or generators used inside program space during operating hours</li> <li><input type="checkbox"/> Fire place, wood stove or other wood burning device - annual inspection or annual declaration that not using</li> <li><input type="checkbox"/> Other</li> </ul>	<p><b>Lighting - WAC 110-300-0165(4)(c)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Natural/artificial light to illuminate licensed space</li> <li><input type="checkbox"/> Light fixtures - shatter-resistant covers or light bulbs</li> <li><input type="checkbox"/> Free standing lamps attached or secured</li> <li><input type="checkbox"/> No halogen lamps or bulbs</li> <li><input type="checkbox"/> Other</li> </ul>
<p><b>Diaper changing area - WAC 110-300-0221</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Separate from food prep, service and storage areas</li> <li><input type="checkbox"/> Sink – within arm’s reach or readily accessible, and not used for food preparation and clean up</li> <li><input type="checkbox"/> Sturdy surface or mat – moisture resistant, cleanable</li> <li><input type="checkbox"/> On washable, moisture resistant material that horizontally and vertically surrounds and extends at least 2’ from diaper changing and handwashing area</li> <li><input type="checkbox"/> <u>For center:</u> must have designated diaper changing area for each classroom or for every age grouping of children who require diapering</li> <li><input type="checkbox"/> <u>For family home:</u> only one diaper changing area is required</li> <li><input type="checkbox"/> Diaper changing station - WAC 110-300-0221(2)</li> <li><input type="checkbox"/> Other</li> </ul>	<p><b>Bathrooms - WAC 110-300-0220</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Other At least one indoor bathroom in licensed space with one toilet, sink &amp; faucet with warm running water</li> <li><input type="checkbox"/> <u>For center:</u> one toilet and one sink &amp; faucet for every 15 children and staff</li> <li><input type="checkbox"/> Toilets/sinks/faucets - appropriate height and size for enrolled children (platform may be used)</li> <li><input type="checkbox"/> Toilet paper dispenser for each toilet at appropriate height</li> <li><input type="checkbox"/> Operable window or exhaust fan</li> <li><input type="checkbox"/> Easily cleanable, moisture resistant flooring</li> <li><input type="checkbox"/> Privacy needs</li> <li><input type="checkbox"/> Other</li> </ul>
<p><b>Laundry and equipment - WAC 110-300-0245</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Inaccessible to children</li> <li><input type="checkbox"/> Separated from areas where food is prepared</li> <li><input type="checkbox"/> Dryer - vented to outside/follow manufacturer’s specs</li> <li><input type="checkbox"/> Other</li> </ul>	<p><b>Bathtub or shower - WAC 110-300-0220</b> <i>Must have consent from child’s parent</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Area is resistant to slipping or has a grab bar</li> <li><input type="checkbox"/> <u>For center:</u> Inaccessible to children when not in use</li> <li><input type="checkbox"/> Other</li> </ul>
<p><b>Food preparation area - WAC 110-300-0198</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> At least 8’ from any diaper changing tables, counters and sinks used for diaper changing</li> <li><input type="checkbox"/> Walls, counter tops, floors, cabinets and shelves - moisture resistant, properly sealed</li> <li><input type="checkbox"/> Vented range hood, exhaust fan or operable window</li> <li><input type="checkbox"/> Refrigerator/freezer</li> <li><input type="checkbox"/> Dishwashing method</li> <li><input type="checkbox"/> <u>For center:</u> <ul style="list-style-type: none"> <li>- handwashing sink separate from dishwashing facilities</li> <li>- food prep sink located in food prep area</li> <li>- 2- or 3-compartment sink (dishwashing)</li> </ul> </li> <li><input type="checkbox"/> Other</li> </ul>	<p><b>Bottle preparation area - WAC 110-300-0280</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> At least 8’ from any diaper changing tables, counters and sinks used for diaper changing or by physically separated with a barrier that meets requirements</li> <li><input type="checkbox"/> Include a sink (water from a handwashing sink or diaper changing sink may not be used for bottle prep)</li> <li><input type="checkbox"/> Other</li> </ul>
<p><b>Storage</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Children’s individual belongings - WAC 110-300-0140</li> <li><input type="checkbox"/> Staff’s personal belongings - WAC 110-300-0120</li> <li><input type="checkbox"/> Professional materials - WAC 110-300-0120</li> <li><input type="checkbox"/> Food - WAC 110-300-0197</li> <li><input type="checkbox"/> Hazardous &amp; maintenance supplies - WAC 110-300-0260</li> <li><input type="checkbox"/> Other</li> </ul>	<p><b>Drinking fountains - WAC 110-300-0236</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> If attached to handwashing sink must be disabled</li> <li><input type="checkbox"/> Not located in bathrooms</li> <li><input type="checkbox"/> Not be a bubble type fountain (water flow must form an arch)</li> <li><input type="checkbox"/> Located above water impervious flooring</li> <li><input type="checkbox"/> Other</li> </ul>