

REGULATIONS FOR CHILDREN'S CENTERS DURING EMERGENCIES

Original date: August 2006; revised May 7, 2008, August 6, 2008

All licensing regulations will be in effect during emergencies. Only the following regulations have been decreased. Licensees wishing to operate under these self-executing Emergency Regulations would be subject to conditions 1-3 listed below; 4 is an agency operation policy.

1. Emergency Regulations will become effective upon the declaration of a State of Emergency by the Pinellas County Board of County Commissioners pursuant to Florida Statutes, Chapter 252, and will remain in effect for up to 72 hours after the State of Emergency has been rescinded. The PCLB Executive Director, or designee, is granted the authority to extend the use of Emergency Regulations as the situation dictates. After Emergency Regulations are rescinded, Licensing Regulations governing children's centers and family day care homes would again be in effect.
2. After a fire or natural disaster, the children's center/family day care home or large family day care home provider must notify the Child Care Licensing Program within 24 hours as to their status of operation in order for the Child Care Licensing Program to ensure health standards are met for continued operation as a children's center/family day care home or large family child care home. Damage to the building or property/home may require approval from the Child Care Licensing Program and in addition may require the Health Department and/or other agencies to inspect and approve the premises. *(Wording corrected 9/12/08)*
3. Emergency Regulations represent a variance to Licensing Regulations. A variance is a privilege and not a right; as such, it can be withdrawn at anytime, with or without cause and without the right to appeal. Negative sanctions may also be brought against the licensee's regular license, if appropriate.
4. The PCLB Executive Director is given the authority to approve specific centers or homes to use Emergency Regulations during states of emergency declared by the Board of County Commissioners of Hillsborough, Pasco, or Manatee pursuant to Florida Statutes, Chapter 252, upon a showing that the licensee's request is based upon the need to care for refugee/evacuee children.

LICENSING REGULATIONS GOVERNING PINELLAS COUNTY CHILDREN'S CENTERS	PROPOSED CHANGES
<p>DEFINITIONS</p> <p>Children's Center - A children's center includes any day nursery, nursery school, kindergarten, or other facility whatsoever which provides child care, with or without compensation. A children's center provides care for five (5) or more children under thirteen (13) years of age, not related to the operator by blood, marriage, or adoption away from the child's own home for less than 24 hours per day per child. . .</p> <p>Nursery School – . . . children ranging in age from two (2) years through six (6) years . . .</p> <p>Kindergarten – . . . children ranging from five (5) years through seven (7) years in age . . .</p> <p>School Age Center – . . . only school age children . . .</p> <p>Overnight Care - Children's centers licensed hereunder shall not provide regular overnight care for children . .</p>	<p>DEFINITIONS</p> <p>Nursery School, Kindergarten, School Age Center</p> <ul style="list-style-type: none"> • Waive age restrictions to allow infants through school age in all categories of children's centers. <p>Overnight Care</p> <ul style="list-style-type: none"> • Waive to state level to allow overnight care.

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<p>I. PERSONNEL</p> <p>B. Education/Credentials</p> <p>1. Education Qualifications</p> <p>a. Day nursery workers (DNW) caring directly for children in any day nursery shall be high school graduates. School age center workers (SACW) caring directly for children in any school age center shall be high school graduates. All day nursery workers and school age center workers in the adult-child ratio hired on or after January 1, 2006, must fully meet the education requirement. Staff hired prior to January 1, 2006, will have until January 1, 2007, to satisfactorily complete a GED program or be a high school graduate.</p> <p>b. The staff member in charge (SMIC) of the staff and program of a day nursery shall be a high school graduate or have the equivalent of a high school diploma and have completed a minimum of six (6) semester hours of college credits in early childhood education with passing grades.</p> <p>c. The staff member in charge (SMIC) of the staff and program of a school-age center shall be a high school graduate or have the equivalent of a high school diploma and have completed a minimum of six (6) semester hours of college credits with passing grades in early childhood education, elementary education, physical education activities for children, guidance, recreation, or the eight content areas listed in the Licensing Regulations I.B.1.f.3.</p> <p>d. The nursery school or kindergarten teacher in charge (TIC) of curriculum, staff, and program shall have completed two (2) years of college training including twelve (12) semester credit hours in early childhood education with passing grades and shall have had two (2) years of teaching experience. Teachers (T) working directly under the person in charge of curriculum, staff, and program shall be high school graduates, and in addition shall have completed two (2) years of college training including twelve (12) semester hours credit in early childhood education with passing grades or shall have completed twelve (12) semester hours credit in early childhood education with passing grades and have had two (2) years of teaching experience.</p> <p>(1) Child care staff, not in charge of curriculum, staff, or program who does not meet requirements, may be employed temporarily as a teacher of a licensed, nursery school or kindergarten, if said staff member is in the process of acquiring the necessary educational qualifications. A teacher in the process (TIP) of acquiring the necessary educational qualification must meet the experience requirement and one of the following:</p> <p>(a) A minimum of three semester credit hours or four-quarter hours of college credits each year toward acquiring the necessary twelve semester credit hours or 16-quarter credit hours; or</p> <p>(b) Participation in the Child Development Associate credentialing program; or</p> <p>(c) Participation in the Child Care Apprenticeship Program of Pinellas County.</p> <p>(2) Successful completion of one of the above will qualify the person as a teacher or teacher in charge in a nursery school or kindergarten.</p>	<p>I. PERSONNEL</p> <p>B. Education/Credentials</p> <p>1. Education Qualifications</p> <p>Waive entire standard.</p>

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<p>I. PERSONNEL</p> <p>B. Education/Credentials</p> <p>1. Education Qualifications</p> <p>d. continued</p> <p>(3) All personnel who meet the teacher or teacher in charge education qualifications in nursery schools and kindergartens shall continue professional training by earning at least three (3) semester credit hours or appropriate quarter hours in early childhood education each three (3) years, over and above the minimum requirements herein until a minimum of thirty (30) credits has been earned.</p> <p>e. Members of child care staff in children's centers caring exclusively for mentally or physically handicapped children are not required to meet the college credit requirements outlined herein for nursery school and kindergarten staff. They shall enroll in courses pertinent to work with exceptional children, when such courses are available in the county.</p> <p>f. Credit to meet the educational requirement for staff member in charge, teacher, teacher in charge, and teacher in process will be accepted from a college or university accredited by the Regional Institutional Accrediting Associations as listed in the <i>Directory of Postsecondary Institutions</i>.</p> <p>(1) The License Board accepts all licensed institutions listed in the Report of the Florida Board of Independent Colleges and Universities, as acceptable for credit if they offer the appropriate courses that are accepted by the License Board.</p> <p>The License Board accepts all institutions licensed or approved by the Board of Education or appropriate Board of the state where the institution is located; the applicant would have the burden of proof to show that the institution meets this requirement</p> <p>(2) Evidence of credit shall be in the form of a transcript (official or unofficial), grade card, college printout, or verification by an instructor of successful course completion. An authentic diploma from a college or university listed in the <i>Directory of Postsecondary Institutions</i> showing a major in kindergarten, elementary education, early childhood education, child development, family and consumer sciences (formerly home economics/child development), or full Florida certification in early childhood or elementary education, is acceptable in lieu of a transcript for 12 credits in early childhood education.</p> <p>(3) Course work in the following eight content areas will be acceptable for early childhood education and/or school age credit:</p> <p>(a) Planning a safe, healthy environment to invite learning for children</p> <p>(b) Steps to advance children's physical and intellectual development</p> <p>(c) Positive ways to support children's social and emotional development</p> <p>(d) Strategies to establish productive relationships with families</p> <p>(e) Maintaining a commitment to professionalism</p> <p>(f) Observing and recording children's behavior</p>	

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<p>I. PERSONNEL B. Education/Credentials 1. Education Qualifications f. continued (3) continued (g) Principles of child growth and development (h) Strategies to manage an effective children's program operation (4) In lieu of completion of six (6) semester hours of college credits in the eight content areas, a staff member in charge of a day nursery, school-age center or nonpublic school may satisfactorily complete a CDA credential, a state approved equivalent, or a Florida School-Age Certification. This may be documented on a transcript, diploma, or certificate.</p>	
<p>I. PERSONNEL C. Training Requirements 3. Infant Center Training a. Director Training (1) Prior to issuance of a temporary permit, the director shall be required to attend the entire License Board training, Director's Orientation for Infant Care, specifically for directors who plan to provide for infant care. (2) A new director of an existing children's center providing infant care must attend within ninety (90) days of hire the entire License Board training, Director's Orientation for Infant Care, or the entire Department of Children and Family Services' specialized training course, Infant and Toddler Appropriate Practices. b. Child Care Staff Training Child care staff caring for infants shall attend the entire Department of Children and Family Services' specialized training course, Infant and Toddler Appropriate Practices, within ninety (90) days of employment; and in addition, annual in-service training of ten (10) hours shall include four (4) hours of training specifically related to infant care.</p>	<p>I. PERSONNEL C. Training Requirements 3. Infant Center Training Waive entire standard.</p>
<p>II. SUPERVISION A. General Supervisory Standards 5. Infants shall not be combined with children two (2) years of age or older except any child two (2) years of age or older may be allowed to be enrolled or remain in the infant group when necessary for developmentally appropriate placement. Any child enrolled in the infant group cannot visit, be temporarily assigned to another group, or take part in activities with children other than those in the infant rooms. 8. Adults shall be engaged in child care exclusively and shall regularly work no more than eight (8) hours in twenty-four hours. 9. A staff member qualified to be in charge shall be on the premises at all times when children are present.</p>	<p>II. SUPERVISION A. General Supervisory Standards 5. Waive entire standard. 8. Waive work hours to no more than twelve (12) hours in twenty-four (24) hours. 9. Waive entire standard.</p>

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<p>V. RECORDS</p> <p>A. Facility Records</p> <p>5. Children's Health Requirements</p> <p>f. No infant shall be admitted to the children's center without first obtaining immunizations appropriate to the age according to standards.</p> <p>6. A notarized Emergency Medical Release form must be on file for each child in care. The form is valid for one year from the date of notarization.</p>	<p>V. RECORDS</p> <p>A. Facility Records</p> <p>5. Children's Health Requirements. Waive to state level of obtaining immunizations within 30 days of enrollment.</p> <p>6. Emergency Medical Release. Waive to delete notarization requirement.</p>
<p>VI. PHYSICAL ENVIRONMENT</p> <p>C. Indoor Play Space</p> <p>Indoor play space is required.</p> <p>1. A children's center that holds a valid license on October 1, 1992, must have a minimum of 25 square feet of usable indoor floor space for each child. . .</p> <p>8. For infants, there must be a minimum of 35 square feet per child of suitable and usable space, which includes open play space. Applications received after January 1, 1993 for programs serving infants under one year of age must meet the requirement of a minimum of 50 square feet per child of suitable and usable space, which includes open play space. All infant rooms shall include a diapering area with hand-washing facilities with hot (temperature not to exceed 110 ° F.) and cold running water.</p>	<p>VI. PHYSICAL ENVIRONMENT</p> <p>C. Indoor Play Space</p> <p>1. Waive to state level of a minimum of 20 square feet of usable floor space.</p> <p>8. Waive 50 square feet to 35 square feet per child of suitable and usable space. Waive to delete hot water requirement.</p>
<p>VI. PHYSICAL ENVIRONMENT</p> <p>D. Outdoor Play Space</p> <p>8. A separate fenced play area shall be provided for infants under two (2) years of age.</p>	<p>VI. PHYSICAL ENVIRONMENT</p> <p>D. Outdoor Play Space</p> <p>8. Waive entire standard.</p>
<p>VI. PHYSICAL ENVIRONMENT</p> <p>E. Napping Space</p> <p>5. Cots and/or cribs shall be set up so that each child is no closer to another, during the nap period, than two-feet. . .</p>	<p>VI. PHYSICAL ENVIRONMENT</p> <p>E. Napping Space</p> <p>5. Waive to state level of 18 inches around individual napping space.</p>
<p>VI. PHYSICAL ENVIRONMENT</p> <p>F. Bathroom Facilities</p> <p>2. For children's centers, having one (1) to thirty-six (36) children, there shall be a minimum of two (2) toilets and two (2) wash basins. There shall be a minimum of one (1) toilet and one (1) wash basin for every eighteen (18) children thereafter.</p> <p>4. For infants one year of age, a bathroom must be adjoining each infant room and may be shared only with other infant rooms. . .</p>	<p>VI. PHYSICAL ENVIRONMENT</p> <p>F. Bathroom Facilities</p> <p>2. Waive to state level of one (1) sink/washbasin for one to fifteen (15) children; 1 additional sink/washbasin for every thirty (30) thereafter.</p> <p>4. Waive to delete bathroom adjoining one (1) year old infant room.</p>
<p>VI. PHYSICAL ENVIRONMENT</p> <p>F. Bathroom Facilities</p> <p>6. For school-age centers, having one (1) to thirty (30) children, there shall be a minimum of two (2) toilets and two (2) wash basins. There shall be one (1) toilet and one (1) wash basin for every thirty (30) children thereafter.</p>	<p>VI. PHYSICAL ENVIRONMENT</p> <p>F. Bathroom Facilities</p> <p>6. Waive to state level of one (1) sink/washbasin for the first fifteen (15) children; 1 additional sink/washbasin for every thirty (30) thereafter.</p>

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<p>VI. PHYSICAL ENVIRONMENT H. Indoor Equipment</p> <ol style="list-style-type: none"> 4. Shelves shall be provided for equipment and supplies in rooms used by children. . 5. Tables and chairs suitable in size and sufficient for the total number of children and for the age group under care must be provided and maintained. 6. For preschool children, adequate and appropriate equipment and materials shall include but are not limited to: <ol style="list-style-type: none"> a. Dramatic play materials: toy housekeeping furniture, supplies, and props. b. Construction play materials: fluid and structured, unit blocks, water play, sand play, and other mediums. c. Art, music, and creative expression materials: easels, paints, brushes, paper, scissors, crayons, markers, clay/play dough, rhythm instruments, and a source of music, such as a tape or CD player. d. Early literacy and language materials: books, puppets, flannel boards, and writing supplies. e. Science and math games and materials: magnifying glasses, magnets, measuring equipment, textured objects, geometric shapes, and supplies for counting, matching, sorting, patterning and sequencing. f. Gross and fine motor development: balls, climbing and balancing equipment, puzzles, and other manipulatives. 	<p>VI. PHYSICAL ENVIRONMENT H. Indoor Equipment</p> <ol style="list-style-type: none"> 4. Waive to allow for shelving alternative. 5. Waive to delete "sufficient for the total number of children". 6. a - g. Waive to delete equipment and materials for specific areas.
<p>VI. PHYSICAL ENVIRONMENT H. Indoor Equipment</p> <ol style="list-style-type: none"> 6. continued <ol style="list-style-type: none"> g. Other materials that will enhance the child's development. <p>For programs using nationally recognized early childhood educational theory, such as Montessori programs, equivalent equipment and materials may be used. Equivalences must be approved by the License Board for adequacy and appropriateness.</p> 10. a. A cloth sheet which can be fastened to the cot is required as the "washable cover" for cots. . . b. Each child in care must be provided safe and sanitary bedding to be used when napping. Bedding means a cot or crib. . . 11. Infants up to one (1) year of age must sleep in individually assigned cribs or portacribs. 	<ol style="list-style-type: none"> 10. a. Waive to delete the fastenings for cloth sheet. b. Waive to state level to include floor mats at least one (1) inch thick and covered with an impermeable surface for resting/napping. 11. Waive to state level to include play pens for resting/napping.
<p>X. APPLICATION, FEES, LICENSE C. License</p> <p>. . . Said license shall set out on the face thereof the maximum number of children to be allowed in attendance at any given time.</p>	<p>X. APPLICATION, FEES, LICENSE C. License</p> <p>Waive to exceed license capacity, if space and staffing requirements are met.</p>