

# Early Learning and Child Care Checklist

When choosing childcare centre it is important to look at how staff interact with the children and whether the centre has as a warm, friendly atmosphere. Some things parents often find helpful to consider are:

## General

- Is the building clean, tidy and well maintained?
- What are the learning environments like both indoors and outdoors?
  - Aesthetically pleasing
  - Warm, nurturing, stimulating
- Is there plenty of space
- Is there plenty of shade outside
- Are the staff friendly and well presented (look and act professionally).
- Did the staff greet you and your child warmly?
- Ask if there is an open door policy, can you come and be part of your child's learning at any given time?

## Programs

Ask about the Centre's Educational Programs and how the staff document your child's learning. The Centre should have a weekly curriculum and an overview of the daily learning experiences available for the parents to view.

- Does the Centre follow the Early Years Learning Framework (EYLF) and the Queensland Kindergarten Guidelines (QKGL)?
- Ask for examples of the type of experiences/activities your child will be involved in during a day.
- Is there a variety of age appropriate educational materials?
- Is the staff engaging positively with the children in their care?
- Is there a balance between indoor and outdoor play?

## The Childcare Centre

- Has the service been reviewed under the National Quality Standards? If so, what was the rating?
- What is the alternative Menu for Allergies / Religious beliefs etc.?
- Ask to see a copy of the Centre's nutritionally balanced Menu.
- Ask about the level of qualifications of the Educators and whether the staff are Fulltime, Part-time or casual? How long have the staff been working at the Centre? Consistency in staff team is best.
- What are the Centres Health and Safety Procedures? What happens if your child becomes sick?
- What happens if there is an illness in the Centre?
- What happens in the event where your child may have an accident/injury? What are the daily fees and what is inclusive in these fees?
- How are these fees to be paid to the Centre?
- What are the hours of operations and which days of the year the Centre will be closed?
- Ask about the Centre's orientation process for you and your family?
- Find out about whether the Centre can meet your family's needs i.e. religious, cultural, and medical.
- Overall, what is your instinct telling you? Do you feel welcome and comfortable to spend time in the Centre?