

Licensed Child Care Centre Floor, Site & Playground Plan Checklist

SITE PLAN

Requirements which must be clearly labelled directly on the Site Plan	YES / NO / NA
Name of Child Care Centre	
Address of Child Care Centre	
Adjacent Streets	
Location of Child Care in relation to the rest of the building	
Child Care Entrance	
Location of Playground in relation to the Child Care	
Access to Playground from child care which will be used by children and staff	
Name of Publicly Funded School (if applicable)	

FLOOR PLAN

Requirements which must be clearly labelled directly on the Floor Plan	YES / NO / NA
Name of Child Care Centre	
Address of Child Care Centre	
Name of Publicly Funded School (if applicable)	
Location of each play activity room Example – basement, ground floor, second floor, etc.	
Total unobstructed floor space measurement in square feet or square meters for each play activity space	
Proposed age group and capacity for each play activity space	

Floor Plan Additional Requirements

ALL programs **except** kindergarten and school age programs in publicly funded schools

Requirements which must be clearly labelled directly on the Floor Plan	YES / NO / NA
Space for washing, dressing, and toileting to include location of counter with sink for diapering for each group of 10 infant children and each group of 15 toddler children	
Storage for toys, indoor play materials, and equipment	

Storage for food	
Storage of required records	
Storage for medical supplies, cleaning materials and equipment, other hazardous products inaccessible to children	
Storage for heating and electrical equipment inaccessible to children	

Floor Plan Additional Requirements: ALL programs operating for **6 hours or more** in a day

Requirements which must be clearly labelled directly on the Floor Plan	YES / NO / NA
Eating & Resting	
Preparation of food if meals are prepared on the premises or a server area for catered food (meals/snacks)	
Storage for beds (cots/mats) and linens	
Staff rest area	
Office area	

PLAYGROUND PLAN

Requirements which must be clearly labelled directly on the Playground Plan	YES / NO / NA
Total unobstructed measurement in square feet or square meters for each proposed outdoor play area	
Proposed age group for each outdoor play area	
Location of Outdoor Storage	
Fixed Equipment or NO Fixed Equipment	
Location of Secured Latched Gates	
Fence Height	
Location of Playground in relation to child care centre where information is not provided on Site Plan	
Access to Playground from child care centre which will be used by children and staff where information is not provided on Site Plan	