



Quality Rating 1: Checklist

Center and Family Child Care

The following list provides the evidence required to meet Quality Rating 1.

Developmentally Appropriate Learning and Practice (DAP)

- DAP 1: Environment
Documentation required: Daily schedule
- DAP 3: Positive Guidance
Documentation required: Positive behavioral practices policy (discipline policy) shared with families and/or staff
- DAP 6: Implementation
Documentation required: Daily Schedule, Recent weekly or daily lesson plan

Administrative Policies and Practices (ADM)

- ADM 1: Information and Policies
Documentation required: Family handbook, written agreement, or contract
- ADM 6: Family Conferences
Documentation required: Conference schedule shared with families; Statement describing conference request procedures
- ADM 7: IFSP/IEP
Documentation required: Enrollment/intake documentation; Statement describing how program works with families and early intervention or special education service providers

Policy: A form written document that explains your program's practices and that is shared with families and your staff.

Statement: A written description of your program's practices. Program policies in a particular area can be substituted for a statement (example: Curriculum Policy can be substituted for a curriculum statement).