

Maine Child Care Licensing

Child Care Licensing's primary mission is to ensure the health and safety of children and to support preventive, protective, and quality child care services. Child Care Licensing meets this mission through monitoring, providing technical assistance, and establishing partnerships with providers, parents, and the child care stakeholder community.

The Department's Child Care Licensing Unit provides oversight and support of licensed Child Care Facilities and Family Child Care Providers with 18 Child Care Licensing Specialists and 3 Licensing Supervisors. All children and families, regardless of age, ethnicity, cultural background, gender, socioeconomic status, or ability, are afforded the same protections under law and regulations for child care services.



What is the Monthly Message?

Child Care Licensing's Monthly Message is being sent to all of you, Maine's valuable licensed child care providers! We'll be including general updates, reminders, and bite size interpretive guidelines. As a reminder, our goal over the course of this year is to create a single comprehensive interpretive guide for each child care licensing rule. Think of this as a compliance guide that allows for a shared understanding of the requirements, the intent/rationale, and for some requirements a description of how the rule is measured. We hope that these monthly bite size interpretive guidelines will immediately increase understanding, trust, and compliance.

DID YOU KNOW?

Staff Highlights

Active Supervision Training Resources

Implementing active supervision protocols aids in creating safe environments for children which can result in fewer injuries. Active supervision practices teach Child Care Staff Members about how to look, listen and engage with children.

Head Start's Early Childhood Learning and Knowledge Center has training available on active supervision and resources to support Child Care Staff Members in implementing active supervision protocols. Please use this link to access training: <https://eclkc.ohs.acf.hhs.gov/video/introduction-active-supervision>

Maine Roads to Quality also periodically offers a Professional Learning Community on Keeping Children Safe through Active Supervision. Be on the lookout for their next offering. This is a great opportunity for a teaching team!

Congratulations to our Child Care Licensing Specialists who recently earned their National Association for Regulatory Administration (NARA) Professional Credential:

Elizabeth Burnham, Jamie Gammon, Kayla Roderick and Lisa Talbot.

They each completed all required training modules and successfully passed the final examination to earn their NARA credential as Human Care Licensors.

Important Reminders/Updates

In the past year we have observed a rise in the number of incidences reported to the Department of children not being adequately supervised in accordance with rule. While active supervision is important at all times of the day, there are particular times of the day when supervision should be heightened. These include, during arrival and departure times, during any transition in and out of program spaces, when going outside or returning inside from outdoor play, and when using a bathroom not located within a classroom.

There are times when a Child is left unsupervised at a child care program that results in rule violations for detrimental actions and practices, Ch. 32 and Ch. 33 9(D)(9) and a violation of rights of Children, Ch. 32 and Ch. 33 10(A)(2). A Child being left unsupervised is potentially harmful to the Child depending on the circumstances, the setting in which the Child was left unsupervised, the age of the Child, and the length of time the Child was left unsupervised.

Active Supervision Strategies that you may want to consider

- Set up the environment to support adequate supervision of Children. Ensuring furniture is at waist height or shorter to allow Child Care Staff Members to be able to hear and see children.
- Child Care Staff Members should position themselves carefully and in areas of the space used where they can protect children from harm. This includes positioning themselves so they can see and hear all Children in their care.
- Child Care Staff Members should always be able to account for the Children in their care. They should be continuously scanning the environment to know where the Children are and what they are doing. Child Care Staff Members must know the number of Children they have in care at any given time and should frequently count Children to ensure all Children are accounted for.

Some strategies we have seen used in programs for counting children include:

- ✓ The use of dry erase boards
- ✓ Name/picture cards for taking attendance
- ✓ Children repeating the number assigned as a Child Care Staff Member is counting them
- ✓ Directors or other non-classroom staff popping into classrooms and asking Child Care Staff Members how many Children are present to reinforce the importance of Child Care Staff Members always knowing how many Children they have in care.
- Child Care Staff Members should be actively listening throughout the day. Being aware of specific sounds or the absence of sounds which could be cause for concern. Listening closely can help to quickly identify signs of potential danger.
- It is important to anticipate Children's behavior. Knowing each child's interests and skills can aid Child Care Staff Members in knowing what Children may do next. Being aware of Children's moods can also assist in knowing when a child may get upset, wander off or engage in dangerous behavior. Positioning close to Children who take risks, are biting, or have exhibited challenging behaviors is key to adequately supervising and keeping all Children safe.
- Child Care Staff Members should actively engage with Children. By being present and interacting with Children they are better able to redirect Children when needed.

Interpretive Guidelines

(Please refer to 10-148 C.M.R Ch. 32 and Ch. 33 for a complete review of all requirements)

- Ch. 32 and Ch.33 7(D)(1) In Family Child Care and Small Facilities serving 12 or fewer Children, a Child Care Staff Member or a Provider must be able to see or hear all Children at all times and be able to provide prompt intervention when needed. In addition, Providers must have knowledge of the activity and whereabouts of each Child in care through sight or sound. The Department defines prompt intervention as being close enough to intervene when situations arise that require adult assistance. Rule requires that Children must be supervised at all times by a Provider or Child Care Staff Member who is physically present with Children, and actively interacting, intervening, providing direction, feedback and assistance.
- Ch. 32 7(D)(1)(b) In Child Care Facilities serving 13 or more Children, a Child Care Staff Member or a Provider must be able to see and hear all Children at all times and be able to provide prompt intervention when needed. Rule requires all Children to be within a Child Care Staff Members sight and sound at all times within any given space.
- Ch. 32 7(D)(3)(c) Monitors providing both video and audio can be considered an acceptable form of supervision only in a nap space that is immediately adjacent to the main classroom space. When monitors are being used for adjacent nap spaces, Children must be physically checked on by a Child Care Staff Member at least every 30 minutes.
- Ch. 33 7(D)(3) Monitors providing both video and audio may be considered as an acceptable form of supervision during quiet indoor activities. Monitors are to be used only when Children are in an adjacent room during quiet activities such as nap time, or rest time. Ratios must be maintained at all times even with the use of a monitor. Monitors cannot be used to supervise Children inside when the rest of the group is outside and there isn't a Child Care Staff Member present inside.

Thank you for all that you do for Maine children and families.