



ANNA'S CHILDCARE
DEVELOPMENT CENTER

Anna's Childcare

STAFFING PLAN, CLASSROOM TYPES AND RATIOS

(WAC 110-300-0015,0495)

We will maintain the State required staff to child ratios at all times. For consistency of care a permanent staff member will be assigned to care for your child with a goal of building a long-term trusting relationship. Any Staff who covers due to a staff member absence will meet all State requirements to care for the children, and be fully trained according to State requirements and will be trained on the policies and procedures of our program. You may ask for access to our staff training and professional development records.

If we have any staffing changes, or need to be absent for an extended period of time, you will be notified in writing or electronically.

If the director, assistant director, and program supervisor are simultaneously absent, the program will remain open for the care of children. We will have a fully qualified staff member that meets the Departments qualifications covering during our absence. We will notify all parents in writing with the name of the staff member who will be in charge. We will also notify the Department.

If the director, assistant director, and program supervisor are simultaneously absent for more than ten consecutive operating days, we will have a fully qualified staff member covering. We will notify all parents of the absence and the name of the temporary staff member in writing at least one week before the absence. We will also notify the Department.

Our staff to child ratios are 1:7 toddler and 1:10 preschool.