

 Policy #: FME-1	Effective Date: 6/22/10	Page #: 1 of 1
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COMPONENT: FACILITIES, MATERIALS, AND EQUIPMENT

SUBJECT: HEAD START PHYSICAL ENVIRONMENT & FACILITIES

PERFORMANCE OBJECTIVE: To provide a physical environment and facilities conducive to learning and reflective of the different stages of development of each child; to provide appropriate space for the conduct of all program activities; to ensure the center space provided is organized into functional areas that can be recognized by the children and that allow for individual activities and social interactions; and to ensure centers have at least 35 square feet of usable indoor space per child available for the care and use of children and at least 75 square feet of usable outdoor play space per child.

POLICY AND PROCEDURE:

Each Head Start Center will have developmentally appropriate indoor and outdoor environments that are safe, clean, attractive, and spacious. The environment will be properly organized with appropriate equipment which supports each child’s physical, cognitive, emotional, and social development.

- The Facilities Manager will ensure classrooms have at least 35 square feet of usable space per child available for the care and use by children and at least 75 square feet of usable outdoor play space per child.
- The Facilities Manager will ensure classrooms meet all state and local licensing and zoning requirements; child care, fire, health and safety regulations.
- The teaching staff will ensure classroom space is organized into functional areas that can be recognized by the children and allow for individual as well as group activities and social interactions.
- The floors will be covered with materials for ease of cleaning as well as soft elements such as rugs and cushions.
- The Teacher will ensure classrooms are equipped with low, open shelves that allow children to see and select their own materials.
- The Education Manager will ensure classrooms have a variety of materials and toys that will encourage exploration and learning.
- The teaching staff will ensure the areas are clean, attractive, and inviting so as to encourage learning and exploration in a safe healthy learning environment.