

Family Enrichment Network, Inc.
Child Care Resource and Referral
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New York State Licensing Regulations for Child Care Centers

Updated 5/2016

I. SUPERVISION OF CHILDREN

- Each child enrolled in a child care center must be at least six (6) weeks old.
- All children must have a physician’s medical report and be current on immunizations to participate in child care.
- The following adult/child rations must be adhered to:

AGE OF CHILD	RATIO OF STAFF/CHILD	MAXIMUM GROUP SIZE
6 WKS – 18 MO	1:4	8
18 MO – 3 YEARS	1:5	10
3 YEARS	1:7	14
4 YEARS	1:8	16
5 YEARS	1:9	18
6 - 9 YEARS	1:10	20
10 – 12 YEARS	1:15	30

- No child can be released from the childcare center to any person other than his or her parent, a person designated in writing by the parent, or a person authorized by law to take custody of the child.
- Children cannot be left without competent direct supervision at all times.
- Surveillance cameras may not be used as a substitute for direct supervision of children.

II. DISCIPLINE

- The childcare center must have written disciplinary guidelines and provide copies of these to all staff and parents of the children in the child care center.

- Corporal punishment is prohibited. Isolating a child where he or she cannot be seen and supervised by a staff member is prohibited.
- Withholding or using food, rest or sleep as punishment is prohibited.

III. SANITATION/SAFETY

- All rooms, equipment, surfaces, supplies, and furnishings accessible to children must be cleaned and disinfected as needed to protect the health of the children.
- There must be adequate and safe water and sewage and a constant supply of hot water.
- The childcare center must have a first aid kit, emergency procedures, a health care plan and policies and procedures for the health and wellbeing of all the children.
- Emergency drills must be conducted monthly.
- Toilet facilities must be kept cleaned at all times, and must be supplied with toilet paper, soap, and disposable towels accessible to children.
- Individual drinking cups, disposable paper cups, or bubbler drinking fountains must be provided. The use of shared drinking cups is prohibited.

IV. NUTRITION

- The child care center must provide plentiful and nutritious snacks to children.
- The center must ensure each child in care for more than four hours receives a nutritious meal.
- If the childcare center does not furnish meals, there must be supplemental food available in the event that a parent furnished no meal or if the meal is of inadequate nutritional value.
- Centers changing their meal policy must provide adequate notice to parents.
- Where formula is required, it may be prepared and provided by the parent, or by a qualified, designated staff person when agreed in writing by the parent.
- Each infant or toddler must be removed from the crib, playpen, or cot and held or placed in an appropriate chair for feeding.
- Infants 6 months or younger must be held while being bottle-fed. The propping of bottles is prohibited.

This list of regulations was compiled by the Family Enrichment Network to assist you in selecting a quality child care center for your child. It is not a complete list of regulations child care centers must follow. If you have any questions about these or any other regulations, please call the Family Enrichment Network at (607) 723-8313 ext. 829. Information regarding additional regulations can also be found on the NYS Office of Children and Family Services website at www.dfa.state.ny.us or you can call the Syracuse Regional Office at 1-315-423-1202.