

FREE Preschool selection checklist for parents

Child's name: _____

Age: _____

Please bring this checklist along with you when you are visiting open days at the respective kindergarten, nursery, or daycare.

Indicator 1: Physical facilities

Location is suitable

Session times suit my family

The centre is in good repair, clean and have good lighting

The overall impression of the centre appears warm and welcoming

The **centre/school is safety-proofed** (safety caps on outlets, smoke detectors, medicines/cleaning supplies out of children's reach, alternative exit for fire, blind cords out of children's reach and sleeping area, first aid kit and fire extinguisher).

The **minimum space requirement** for each child is 3.5 square metres (excluding kitchen, playground and bathroom)

Indicator 2: Staff

The staffs appear to be warm, friendly, calm and patient.

The director/owner has a **degree in psychology or education** and/or some experience in caring for children.



The teachers have a credential and experience in caring for children.

The director/owner/teachers have attended CPR or First Aid training.

The director/owner/teachers have **knowledge about the child developmental stages** and different stages of growth.

Indicator 3: Child Supervision

Teachers pay attention to **each and every child** at all times

The teacher to **child ratio** is appropriate according to the National Education Standards as follows:

0 - 1 years old = 1 teacher : 3 children

1-3 years old = 1 teacher : 5 children

3-4 years old = 1 teacher : 10 children

5-6 years old = 1 teacher + 1 assistant teacher : 25 children

Positive child guidance techniques are used e.g encouragement and motivation (Avoid: yelling, spanking, verbal abuse)

Indicator 4: Program Structure

The program has a fixed structure, following a timetable or a routine



The program curriculum is designed to **cover all five domains** of children development:

- Physical (Gross and fine motor)
- Cognitive and thinking
- Language
- Social
- Emotional

The program incorporates sufficient **play and hands-on activities**

The program fees and rates are acceptable. Payment schedule is suitable for me.

The program have policies and contracts for parents

The learning materials provided for the program is appropriate

Indicator 5: Parental Involvement

I will be given a copy of the **program guidelines and policies**

The teachers have **regular communication** (written or verbal) with me about my child

I can **provide feedback** through appropriate channels for the improvement of the program

The teachers will provide appropriate **parenting guidance/tips** to me and my family to educate my child



Indicator 6: Child Safety

There is a **plan to follow** if a child is injured, sick or met with an accident.

The teachers and children follow **hygiene routines** (e.g washing hands before eating, or after using the bathroom, touching body fluids)

Learning area and materials are **regularly cleaned**

