

# Child Care Facility

Office of Child Care  
2415 North Monroe St., Suite 400, Room N216  
Tallahassee, Florida 32303  
[www.myflfamilies.com/childcare](http://www.myflfamilies.com/childcare) | Phone: 850.488.4900



## Child Care Personnel Requirements

### Operator/Director Requirements:

- Good moral character based upon a Level 2 screening standards, as provided in Chapter 435.04, F.S.
- Must be at least 21 years of age.
- Must complete the Department's 40-clock-hour introductory child care training as evidenced by passage of a competency exam.
- Must complete 10-hour annual in-service training.
- Must complete 0.5 continuing education unit or 5 clock hours of approved training in early literacy and language development birth to 5 years of age.
- Must complete specialized training in serving children with disabilities within 5 years after employment.
- Must have a director credential prior to issuance of license.

### Employee Requirements:

- Good moral character based upon Level 2 screening standards, as provided in Chapter 435.04, F.S.
- Must be at least 16 years of age to be left unsupervised.
- Must complete the Department's 40-clock-hour introductory child care training as evidenced by passage of a competency exam.
- Must complete 10-hour annual in-service training.
- Must complete 0.5 continuing education unit or 5 clock hours of approved training in early literacy and language development birth to 5 years of age.
- At least one staff member with a valid certificate of course completion in first aid training and infant/child CPR must always be present both onsite and on field trips.

## Additional Health & Safety Requirements

- Minimum Staff Credentials
- Physical Environments
- Sanitation and Safety
- Nutritional Practices
- Admissions and Record Keeping
- Transportation Safety
- Access
- Child Discipline
- Plan of Scheduled Activities
- Urban Child Care Facilities
- Transition Periods
- Evening and Weekend Child Care

Additional licensing and training standards are in s. 402.305, Florida Statutes, and Chapters 65C-20, 65C-22 and 65C-25, Florida Administrative Code specific to the role(s) of child care personnel and the type of child care program.

## Child Care Facility Definition

Section 402.302(2), FS

Any child care center or child care arrangement that provides child care for more than five children, unrelated to the operator and that receives a payment, fee, or grant for any of the children receiving care, wherever operated, and whether or not operated for profit.

## Licensing Authority

Section 402.308(1), FS

Every child care facility in the state, unless statutorily exempt, shall have a license which shall be renewed annually.

## Capacity Requirements

Indoor Space Footage: 35 square foot per child (20 square feet if child care facility was licensed by Oct. 1, 1992, and has continued to be licensed).

Outdoor Space Footage: 45 square foot per child outdoor play area (Outdoor play area shall be calculated for a minimum of ½ the licensed capacity, excluding children under one year of age).

Adequate number of toilet and wash basins available for the number of children in care.

## Staff-To-Child Ratio

1:4	Infant
1:6	One year old
1:11	Two year old
1:15	Three year old
1:20	Four year old
1:25	Five and older