



Statewide Standards for Child Care Operations

Sector: Child Care

Effective Date: May 15, 2020



## Specific Guidance for Child Care Sector

### Emergency Child Care Approval Required:

Licensed Child Care and recorded programs are still required to be approved by the Office of Child Care to operate as Emergency Child Care. Providers must follow the health and safety framework developed by the state and Early Learning Division, as adjusted by this guidance.

### Group Size and Ratios

Child Care facilities are required to:

- Limit the number of children in rooms:
  - Registered Family (RF) – may have one group of up to 10 children.  
**Note: RF providers do not have square footage requirements related to the number of children in care**
    - ◆ Of the 10 total children, there may be no more than six children ages preschool and younger and, of these six, no more than two children under 24 months.
  - Certified Family (CF) – may have two stable groups of up to 10 children in separate areas of the home and no more than 16 children total. Each group of children must be in a space that meets the minimum of 35 square feet per child.
    - ◆ Each group of children must meet staff/child ratios as defined in Oregon Administrative Rule 414-350-0120, found within the [Certified Child Care Rules](#) (page 28).
  - Certified Center (CC) – may have one stable group of up to 10 children per classroom. Large rooms may be divided into two rooms with the approval of a child care licensing specialist. See [OHA-ELD COVID-19 Safety Requirements and ELD Temporary Changes to Child Care Rules in Response to COVID-19 State of Emergency](#) for further instructions. Each group of children must be in a space that meets the minimum of 35 square feet per child.

- ♦ CCs must maintain the following staff to child ratios (ratios for mixed age groups of children are based on the youngest child in the group). See table below.

Age	Ratio	Maximum Group Size (children)
Six weeks to 23 months	1:4	8
24 months to 35 months	1:5	10
36 months to kindergarten	1:10	10
Kindergarten and up	1:10	10

## Cohorting Requirements

Child Care providers are required to:

- Ensure that groupings are stable (i.e., the same adult staff or volunteers and children are within the same group each day).
- Provide care in stable groups of 10 children; however, a program may allow some families to “swap” slots between days. For example – Child A attends Monday, Wednesday, Friday and Child B attends Tuesday and Thursday. However, there may not be more than 12 children in a stable group.
- Provide care in stable groups that use the same physical space each day.
- Move children from one stable group to another only on a permanent basis (e.g., when children age out of their original classroom) and not temporarily.
- Provide the same “floater” staff (i.e., staff that provide relief for staff during breaks) for the same stable group each day to the extent possible.
- Allow only one stable group of children in shared spaces at one time (bathrooms, outdoor play areas, eating spaces). Sanitization practices must be observed in between uses for different groups.
- For home-based providers, require that household members that do not assist in the child care program physically distance from stable groups throughout the day.
  - If a provider’s own children or other household members are participating as part of the group, they must be counted as part of the overall number of allowable children within the group.
- Implement adequate sanitization protocols between AM/PM classes using the same physical space, including sanitization of food preparation areas, high-touch surfaces, toys and materials. A maximum of two groups of children may be allowed in any one classroom over the course of the day.
- Stagger arrival and drop-off times or put in place other protocols to limit contact between families and with staff.

## Operations

Child Care providers are required to:

- Continue to prioritize care for essential workers and may also serve all families who return to work in phased reopening.
- Adhere to ELD-OHA COVID-19 Safety Requirements and comply with ELD-OHA COVID-19 Safety Requirements and ELD's Temporary Changes to Child Care Rules in Response to COVID-19 State of Emergency at all times.
- Maintain approved OHA-ELD cleaning protocols for surfaces, linens, electronics, toys to prevent the spread of COVID-19.
- Provide on-going training to staff on cleaning protocols and COVID-19 safety requirements.
- Permit staff to wear cloth, paper or disposable face coverings if they choose.
- Require face covering use for floater staff and staff conducting daily health checks of the children.
- Keep daily logs for each stable group that conform to the following requirements to support contact tracing of cases if necessary:
  - Child name
  - Drop/off pick up time
  - Adult completing both drop/off pick up
  - All staff that interact with stable group of children (including floater staff)
  - Hours child was in care

## Other Care Arrangements:

This guidance is also applicable to other early learning programs, such as respite care, summer school programs, kindergarten transition, and recorded programs. These programs must conform to the same guidelines as child care programs as outlined in this document but will not be expected to prioritize families based on occupation due to the nature of their programming.

You can get this document free of charge in other languages, large print, braille or a format you prefer. Contact Mavel Morales at 1-844-882-7889, 711 TTY or [OHA.ADAModifications@dhsosha.state.or.us](mailto:OHA.ADAModifications@dhsosha.state.or.us).