

1 THE BUILDING EXTERIOR & CENTER ENTRY

The entry to your center, both exterior and interior, sets the tone for your program. It is the first impression that parents, children and other visitors will have of your space. The challenge at the entry is to find a balance between hospitality and security. The entry should be welcoming and the layout and feel of the space should support children in making the sometimes difficult transition from home to the center. Yet, it must also provide some control over access to the facility.

BUILDING EXTERIOR

1.1

BUILDING EXTERIOR IS CLEAN AND WELL- MAINTAINED

- Area free of trash and debris
- Walls, windows, trim intact
- Exterior stairs, sidewalk in good condition. Trees, shrubs, lawn well-maintained
- No graffiti on walls

RATING: 0 1 2 3 4 N/A PR!

COMMENTS: _____

1.2

BUILDING EXTERIOR IS ATTRACTIVE AND WELCOMING

- Materials and colors used on exterior of building inviting to children and families
- Attractive signage clearly welcomes families and visitors and directs them to the entrance
- Covered area at entry allows transition space out of the elements
- Dumpsters and other unattractive items hidden from view if near entry
- Plantings, pathways, seating and other interesting items such as a sculpture or landmark create welcoming feel at entry
- The scale of entry is intimate and non-institutional

RATING: 0 1 2 3 4 N/A PR!

COMMENTS: _____

1.3

BUILDING IS STRUCTURALLY SOUND

- No plumbing leaks
- Fully functional heating and air conditioning systems
- No signs of structural distress (e.g., cracks, uneven floors, etc.)

RATING: 0 1 2 3 4 N/A PR!

COMMENTS: _____

1.4




ENVIRONMENTALLY SAFE

- Roof is in good condition with no leaks
- Building is lead-free
- Building is radon-free
- Building is asbestos-free
- Building is free of mold
- Drinking water is safe
- Modifications made to improve air quality (e.g., improved air filtration, increased air circulation, etc.)

RATING: 0 1 2 3 4 N/A PR!

COMMENTS: _____

KEY

0 Does not exist in the center, but should	1 Inadequate: requires improvement or repair	2 Fair: should be improved	3 Good: good quality or in good condition	4 Excellent: first-rate or top quality	N/A Not applicable: doesn't apply to the home	PR! Priority! Don't forget to identify priority items	 Health & Safety	 Center Quality	 Maintenance, Repair & Aesthetics
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1.5 BUILDING IS ENERGY EFFICIENT

- Double-paned, energy-efficient windows
- Sufficiently insulated
- Energy-efficient lighting
- Programmable thermostat to match HVAC schedule to occupants
- Energy efficient appliances

RATING:

0	1	2	3	4	N/A	PR!
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COMMENTS: _____

1.6 PARKING AREA IS SAFE AND CONVENIENT

- Located near center entrance
- Sufficient parking for staff and families
- Parking area and pathways well-lit
- Parking area safe
- Drop-off area located where children don't have to cross in front of moving vehicles

RATING:

0	1	2	3	4	N/A	PR!
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COMMENTS: _____

1.7 OUTDOOR LIGHTING IS ADEQUATE AND WELCOMING

- Security lighting on building and playground
- Exterior lighting makes center more welcoming after dark

RATING:

0	1	2	3	4	N/A	PR!
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COMMENTS: _____

1.8 BUILDING IS ACCESSIBLE FOR PEOPLE WITH DISABILITIES

RATING:

0	1	2	3	4	N/A	PR!
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COMMENTS: _____

1.9 ENTRANCE TO CENTER IS SAFE AND SECURE

- Clearly marked
- Has exterior lighting
- Security system controls access to center and screens visitors via intercom, personal contact or technology
- Pathways free of hazards (e.g., debris, snow, ice)

RATING:

0	1	2	3	4	N/A	PR!
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COMMENTS: _____

RECEPTION AND CIRCULATION

1.10 RECEPTION AREA IS WELL-DEFINED AND SECURE




- Signage directs visitors to reception area
- Clearly defined space for reception
- Controlled access to children's space
- Clear view of visitors entering center
- Serves as transition into the center

RATING:

0	1	2	3	4	N/A	PR!
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COMMENTS: _____

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1.11

LOOK AND FEEL OF RECEPTION AREA WELCOMES CHILDREN AND ADULTS

- Offers space for families to congregate, including seating
- Sets a positive and child-friendly tone
- Reflects program philosophy through displays and décor
- Storage for car seats & strollers is provided

RATING: 0 1 2 3 4 N/A PR!

COMMENTS: _____

1.12

FLOORING AND WALLS ARE CLEAN, DURABLE AND IN GOOD REPAIR

RATING: 0 1 2 3 4 N/A PR!

COMMENTS: _____

1.13

DISPLAY BOARDS OR AREAS ARE AVAILABLE

- In reception area
- In corridors outside classrooms
- Enclosed in glass where required by code

RATING: 0 1 2 3 4 N/A PR!

COMMENTS: _____

1.14

CIRCULATION THROUGHOUT THE FACILITY IS EFFICIENT AND SUPPORTS PROGRAMMING

- Clearly defined pathways through the center allow children, families and visitors to easily move through the space without passing through other classrooms
- Warm and welcoming, not institutional
- Hallways are clean, well-lit and clutter-free
- Enough room to maneuver strollers and equipment
- Signage to direct visitors through center and to identify spaces

RATING: 0 1 2 3 4 N/A PR!

COMMENTS: _____

1.15

STAIRWAYS ARE SAFE AND ACCESSIBLE

- Well-lit
- Non-slip treads on steps
- Handrails at child and adult height Clean, clutter-free

RATING: 0 1 2 3 4 N/A PR!

COMMENTS: _____



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PR!
Priority! Don't forget to identify priority items


Health & Safety


Center Quality


Maintenance, Repair & Aesthetics