

Southern NH Services, Inc. Child Development Program		Follow Up Required:
Unannounced Safety and Supervision Monitoring		
Site: _____ Classroom: _____ Date: _____ Time In: _____ Time Out: _____		
Observer: _____ Center Director/Site Supervisor: _____		
STAFF: Name: _____ Role: _____		
Name: _____ Role: _____		
Name: _____ Role: _____		
C=Compliance N=Noncompliance N/A=Not Applicable		
Ratio & Supervision		
Children are within sight and sound of teaching staff at all times.		
Appropriate teacher/child ratio is maintained at all times (indoors& out)		
# of children present _____ # of teachers present _____		
Teaching staff are able to reply immediately and accurately as to how many children are present		
Teaching staff are able to identify children who are presently out of the room for services		
A visual tool to track the number of children currently in attendance is displayed and accurate		
Active supervision strategies are observed		
Transition Observation:		
Teaching staff have prepared activities/materials to reduce wait times		
Children are signaled ahead of time when transitions will occur		
Children are kept interested and engaged during transition		
Teaching staff ensure all children are safe and accounted for during transitions		
Teaching staff talk with/comfort children with challenging transitions		
Appropriate scan and count procedures and a final sweep of areas to be exited are observed		
Effective teacher communication to support child safety and awareness is observed		
Comments and Observations:		

Center Director/Site Supervisor

White Copy: Operations Manager

Operations Manager/Title

Yellow Copy: Education Specialist

Date Reviewed

Pink Copy: Center Director/Site Supervisor