



Inspire

**Statement of Practice for Non-licensed
EE Programs**

High quality accredited Christian early education programs engage in practices that are systematic, address all ages and domains of child development, and are biblically integrated. Regardless of the licensing status of the EE program, the goal is to provide age-specific learning opportunities in an environment that is safe and healthy, both physically and emotionally, for the children and families served.

A comprehensive approach to high quality programming includes having knowledge of the licensing standards of the state in which the school operates, as well as awareness of National Health and Safety standards. Together, these standards form the basis for operational awareness for all early education programs.

Even if a state does not require Christian/private EE programs to be licensed, non-licensed EE programs that are accredited by ACSI must ensure that they meet (or exceed) the requirements set forth for licensing. A non-licensed EE program that is accredited by ACSI must have a systematic plan to self-monitor their compliance with, or exceeding of, requirements for state licensing. This monitoring process should include participation from EE leadership and staff, head of school, and governance members so that a continuous plan for school improvement is in place. The self-monitoring process should be done at regular intervals to ensure ongoing alignment. ACSI accredited EE programs must communicate their licensing status to potential, new, and existing families, as well as to staff. Publication of licensing/exempt status should be done in compliance with state and local laws. Self-monitoring plan should include (at minimum) alignment with requirements for ratios, staffing, education levels, facility and operational safety, and local ordinances.

Highly effective early education programs, regardless of licensing status, provide evidence of their commitment to create healthy learning environments that help children grow physically, socially, emotionally, academically, and spiritually, addressing the minimum requirements set forth in state licensing in these developmental domains.

ACSI allows for accreditation of non-licensed programs, but schools must certify that they are aware of the state requirements. Granting of ACSI accreditation in no way implies that an EE program/school is in compliance with state and county regulations and expectations for early education.

Program Name _____

Date: _____

Address: _____

Completed by: _____

1. What is your EE program's licensing status with your state?

- License Exempt
- Religious Exempt
- Registered
- Certified
- Other: (explain)

2. Regardless of licensing status, does the EE program currently meet local/county/state

childcare (licensing) regulations?

- Yes
- No

Explanation (required for any 'no' answer):

3. Describe how the program self-monitors its alignment with state licensing requirements (ratios, facility requirements, local ordinances, etc.), including how frequently the program self-monitors.
4. List the names of 2 people responsible for knowledge of the state licensing requirements and Health and Safety standards.
 1. _____ Position _____
 2. _____ Position _____
5. Describe how the program communicates its non-licensed status to new and existing families and to staff members.

Evidence for above: (please provide with submission)

- A page from the staff handbook communicating expectations of staff to know applicable licensing regulations, expectations for maintaining compliance with those regulations, and any other responsibilities or expectations of the staff in this role
- Copies of permit or letter received from the state indicating the exemption status
- A parent brochure and/or web page, parent handbook communicating exempt status and commitment to ongoing self-monitoring for compliance

Background Screening/Fingerprint Clearance

- No individual may work with or around minors without FBI Fingerprint & Child Abuse Index clearance.

1. Enter the date of completion in each appropriate cell.
2. Please include all hired personnel at your center—director, teachers, assistants, nurses, secretaries, cooks, bus drivers, etc.

List all staff	Hire Date	Age 18 or over	State Check	FBI/ Fingerprint Check	Child Abuse Index	References Checked	Other Required by State
Director / Assistant Director							
Staff							
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

This form should be completed and submitted 1) as part of accreditation candidacy, 2) at the time of the school’s pre-visit meeting with the Visiting Team Chair, and 3) with the ACSI Accreditation Annual Report (as indicated on the *EE Yearly Staff Report*).

Required Signatures

EE Director _____

Date _____

Head of School or Board representative _____

Date _____

Accreditation Team Chair _____

Date _____