Nutrition and Physical Activity

- Any staff member who prepares meals completes one of the following food safety trainings (choose ONE):
  a. Food Safety in Child Care-4 hours (Institute of Child Nutrition online training)
  OR
  OR
  c. Other DHS or IQ4K-approved Food Safety training
  OR
  d. ServSafe

- The program completes a self-assessment and creates an action plan in the area of nutrition.
- The program completes a self-assessment and creates an action plan in the area of physical activity.

Professional Development

- All Staff complete a professional development plan within 6 months of employment and the plan is updated annually.
- All Staff complete the Iowa State University Extension and Outreach (ISU-EO) training: Passport to Early Childhood Education: Teacher and Staff Orientation (newly hired staff have 9 months from their date of hire to complete this requirement).

Leadership and Administration

- All Staff complete the IQ4K Staff Self-Assessment annually. The Program Administrator completes the IQ4K Program Assessment annually. Self-assessments and reviews are used to improve the professional and the organization, not used as punitive.

Family and Community Partnerships

- The program provides an orientation for new families.
- The program completes 1 activity annually that promotes partnerships (see Family and Community Partnership Activity Options).

Environment

- The program develops and implements, as applicable to ages served, the following policies aligned to Caring for Our Children:
  a. Supervision
  b. Safe Sleep Policy
c. Playground Equipment Stability and Fall Surfacing & Inspection
d. Missing child
e. Strangulation Prevention
f. Sign-in/sign-out tracking system for children and visitors

☐ The program submits **(choose ONE)**:
   a. Interaction and Relationship Self-Assessment (completed annually by teaching staff)  
   OR
   b. CLASS assessment for the age-level being served (one per classroom completed annually by a trained observer)  
   OR
   c. TPOT or TPITOS tool (one per classroom completed annually by a trained observer)

**Teaching Staff Qualifications**

☐ All **Lead Teachers** are participating in Tier 1 training or meet a higher Tier qualification on the Iowa Early Care and Education Teaching Roles Career Pathway within 6 months of starting employment (this level is met if the program is in compliance with the regulatory requirement of all staff taking Essentials).

**Teaching and Learning**

☐ The **Program Administrator** and at least **one Lead Teacher** have been trained on the Iowa Early Learning Standards (2hrs.).

☐ The program develops and implements a comprehensive discipline/behavior policy that promotes positive relationships.