

**Lutheran Early Childhood Programs
Work Environment Survey**

Key: C = Consistently U = Usually O = Occasionally N = Never

Children’s Development and Learning

The environment and activities planned reflect the program’s philosophy and goals.	C	U	O	N
Activities and interactions reflect an appreciation and respect for cultural diversity.	C	U	O	N
There is an adequate supply of age-appropriate equipment and materials.	C	U	O	N
Children have adequate physical activity appropriate to their age.	C	U	O	N
Children’s spiritual development is a high priority and is nurtured throughout the day.	C	U	O	N
Staff encourage children in positive social interactions with other students and staff.	C	U	O	N
Staff are supportive and available to help children with their emotions.	C	U	O	N
Staff engage and interact with children at all times of the day.	C	U	O	N
Children’s development is assessed with age-appropriate expectations.	C	U	O	N
Children have predictable routines throughout the day,	C	U	O	N
Transitions are smooth and are viewed as “learning opportunities.”	C	U	O	N
Classroom management techniques are effective.	C	U	O	N

A uniform discipline policy is used in all classes. C U O N

Ministry to Families

Parents are welcome to visit and encouraged to become involved in classroom activities. C U O N

Effective communications exist between families and teachers (daily, weekly, monthly). C U O N

Conferences about children’s progress are conducted at least once a year and at other times as needed. C U O N

Families are supported with materials and opportunities that are helpful to their parenting. C U O N

Families are supported and are encouraged in their spiritual walk with God. C U O N

Families are assisted in becoming engaged in congregational worship/activities. C U O N

Program Administration and Management Systems

Children’s and teachers’ health and well-being are protected by sanitation procedures/routines. C U O N

A priority is placed on hiring staff with adequate qualifications to work with children. C U O N

There is effective orientation of new staff to the program. C U O N

Staff are given opportunities and resources for development of skills related to children. C U O N

There is effective communication between the staff and administrator(s). C U O N

There are opportunities for classroom staff to plan and communicate with each other C U O N

Personal needs of the staff are met during the work day (storage of personal items, time and place for breaks,etc.) C U O N

Spiritual needs of staff are met and spiritual growth is encouraged. C U O N

Personnel policies are adhered to and addressed fairly for all staff. C U O N

Day-to-day administration is organized and predictable. C U O N

Indoor Environment

There are smooth floor surfaces to prevent falls. C U O N

Walls and ceiling are clean; no peeling paint or damaged plaster. C U O N

Children are always supervised. C U O N

No poisonous plants or disease-bearing animals are on site (turtles, parrots, harmful pests). C I O N

Trash storage is covered; sanitation is adequate. C U O N

Smoking in the facility is prohibited. C U O N

Plastic bags are safely used. C U O N

There are no precariously placed small, sharp or hazardous objects. C U O N

Heating/ventilation is working; pipes and radiators are inaccessible or covered to prevent C U O N

bodily contact.

Outlets are covered; there are no dangling window cords. Extension cords are not used. C U O N

Teachers' purses are stored out of the reach of children. C U O N

No pest strips of poisons are used. C U O N

Safeguards are in place to prevent children from entering unsupervised or hazardous areas. C U O N

Outdoor Areas.

Walkways to enter/exit the building are maintained to prevent falling. C U O N

The play area is covered with a clean, safe surface. C U O N

Play equipment is anchored firmly. C U O N

No nuts, bolts, screws, nails or other sharp edges are present on play equipment. C U O N

There are no loose ropes, chains or cords. C U O N

No lead-based paint is used. C U O N

Children are properly supervised. C U O N