Administrative Policy and Procedure Manual Kansas Department of Health and Environment Bureau of Family Health **Policy:** Accredited Nonpublic School Operating a Pre-K Program **Effective Date:** August 10, 2015	**Child Care Licensing: Early Care and Youth Program** **Applies to:** Non-Public 4 year old Pre-K Classrooms

EXEMPTION FROM KDHE LICENSING FOR FULL-DAY PRE-K PROGRAMS FOR CHILDREN FOUR YEARS OF AGE LOCATED IN A NONPUBLIC SCHOOL-BASED SETTING

I. Policy

Any governing board of an accredited nonpublic school operating a pre-K program for four-year-old children may be exempted from licensing by KDHE as a child care facility when all of the criteria are met.

II. Premises

- The program shall be located on the premises of an accredited nonpublic elementary school.
- The population and program shall be kept separate from the population and program of any child care facility on the school premises on which the program is located.

III. Operation and Program

- The program shall operate only during the academic year of the school in which the program is located.
- The program shall operate only during the school's academic daily hours and follow the academic calendar of the school in which the program is located.
- The program must utilize a research/evidenced-based, developmentally appropriate curriculum.
- The number of children in each classroom shall not exceed 20 with two teachers (lead and assistant). *(adapted from the State Pre-Kindergarten Program Standards & Requirements subsection 7.c)*

IV. Participating Children

- A child may attend the program if the child will attain the age of four years on or before August 31 of the school year. (*modified from KSA 72-1107(c) re age of eligibility for school attendance)*
- A child must be enrolled in the program and attend according to the academic calendar of the school.

V. Teacher Requirements

- Each lead teacher for the program shall maintain a current teacher license issued by the Kansas State Board of Education and shall have at a minimum a current Elementary Education license. A Kansas license in Early Childhood Education is recommended. (*adapted from the State Pre-Kindergarten Program Standards & Requirements subsection 1.a)*
- Each assistant teacher and each teacher aide for the program shall hold a Child Development Associate (CDA) certificate. It is recommended that the paraprofessional or aide have a CDA certificate or an A.A. in early childhood education or a related field. (*Adapted from the State Pre-Kindergarten Program Standards & Requirements subsection 1.b)*
- Each assistant teacher shall be a second teacher in the classroom and shall be under the supervision of the lead teacher. (*Adapted from the State Pre-Kindergarten Program Standards & Requirements subsection 1.b)*

VI. Authority

The Secretary of KDHE has the authority to interpret KDHE's regulations and to establish policies and procedures for conducting the Child Care Licensing program.

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Section Director Date

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