

Appendix A. Standards Included in Assessment Protocol, with unweighted results, and average per program cost.

Assessment Category 1	Assessment Category 2	Standards Text	Standards Item # ¹	Yes	No	N/A	NS	Modification	Per program cost ²
Entry	Appropriate environment	b. The character of the main entry communicates security and professionalism to the parents. At the same time, it must be fun and engaging to children. Pay attention to the design, materials, finishes, interesting volumes and colorful details. (DOD 4-2)	4.1.3.b	77	21	0	0	Install program identification sign and posters	248.00 base
Entry	Full visibility door	c. The entrance door must afford full visibility for children and adults. (DOD 4-2.1)	4.1.3.c	64	32	2	0	Remove and replace door	5,244.33
Entry	Vestibule	e. A vestibule for energy conservation, conforming to barrier free accessible requirements, is required. (DOD 4-2.2)	4.1.3.f	55	41	2	0	Build interior partition to create vestibule	4,875.57
Entry	Notification space	f. In the waiting area, include shelf/display space for parent education and program materials. (DOD 4-2.4.3)	4.1.3.g	91	7	0	0	Provide bookshelf and bulletin board	389.25 base
Entry	Nearby HC restrooms	h. The main entrance should be in close proximity to a barrier free accessible adult toilet room, for use by parents. (DOD 4-2.1)	4.1.3.i	68	29	1	0		Standard met by accessibility modifications

¹ Standards Item #s follow this format: the first digit represents the Standard (1 – 10); the second digit represents the Area under that Standard, the third digit represents the source or level (Regulatory Standards =1, Professional Standards=2 or Best Practices=3), and the final digit represents the item number. For example, Standard 4, Area 1, Best Practices, item b would be written 4.1.3.b.

² The estimates represent the average cost per program for the state of Massachusetts, as derived from an analysis of the sampled program spaces, to complete a specific scope of work in order to comply with a specific standard and do not include regionalization factors. When costs were applied to individual programs, scopes of work that included labor had a regionalization factor applied to the average cost. From *RS Means 2009*, the regionalization factor for Boston (Region 6) was 1.154. Costs labeled as “base” costs are those that do not have a regionalization factor applied for individual program estimates, because they do not include labor costs.

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Entry	View of parking lot	i. Provide views of the short-term-parking area from the entry vestibule and design the windows to have low sills so that children can look out of and into the center. (GSA 7.1.8)	4.1.3.j	23	49	26	0	Replace door with full vision door	4,370.28 applicable only if modifications for 4.1.3.c or 5.20.3.h are not required.
Artificial Lighting	Adequate lighting	a. Educators must ensure that there is adequate lighting for quiet activities for children who do not sleep and there is adequate lighting to allow proper supervision of sleeping, resting children. (606 CMR 7.11 (13d 4b,c))	5.10.1.b	82	7	9	0	Install new fixtures to create new lighting zone	2,130.86
Roof	Good Condition	a. All buildings and structures and all parts thereof, both existing and new, and all systems and equipment therein which are regulated by 780 CMR shall be maintained in a safe, operable and sanitary condition. (780 CMR 103.1)	5.11.1.a	65	19	0	14	Average of membrane, shingle, and metal roof replacement and slate repair	27,678.52
Stairways	Stair barriers	b. In programs serving children younger than three years old, barriers must be placed at the top and bottom of stairwells opening into areas used by children, unless prohibited by building or fire department regulations. Barriers must be permanently installed at the top of stairways. Pressure gates may not be used at the top of stairs. (606 CMR 7.07 (11a))	5.14.1.b	10	2	86	0	Average of compression gate and wall mounted gates	140.08

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Walls	Good Condition	a. All buildings or structures all parts thereof, both existing and new, and all systems and equipment therein which are regulated by 780 CMR shall be maintained in safe, operable and sanitary condition. (780 CMR 103.1)	5.16.1.a	84	14	0	0	Average between repainting and drywall replacement	1,612.67
Windows	Screens	a. All windows used for ventilation must include screens in good repair. (606 CMR 7.07 (10h))	5.18.1.a	57	18	23	0	Construct and replace screens	217.56
Windows	Breakage Protection	b. <i>[Windows and glass doors accessible from outdoor play areas must have protection on the inside and outside of windows to prevent injury from broken glass.]</i>	See 5.18.1.b	22	15	61	0	Install protective film	957.27
Windows	Good Condition	c. All buildings and structures and all parts thereof, both existing and new, and all systems and equipment therein which are regulated by 780 CMR shall be maintained in a safe, operable and sanitary condition. (780 CMR 103.1)	5.18.1.c	84	9	5	0	Average of replacing windows and replacing glazing panels	4,861.69
Ceilings	Good Condition	a. All buildings and structures and all parts thereof, both existing and new, and all systems and equipment therein which are regulated by 780 CMR shall be maintained in a safe, operable and sanitary condition. (780 CMR 103.1)	5.2.1.a	73	25	0	0	Average of repainting, and sectional drywall, suspended tile, and adhered tile replacement.	1,055.60

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Security	Door Signal	a. If emergency exits lead to potentially unsafe areas for children (such as a busy street) alarms or other signaling devices shall be installed on these exit doors to alert the staff in case a child attempts to leave. (NHSPS 5.023)	5.13.2.a	13	57	28	0	Install battery contact alarms	150.14
Walls	Good Condition	a. Walls... are kept in good repair and are safe, with no sharp edges, splinters, protruding or rusty nails, or missing parts (NAEYC 9.C.07)	5.16.2.a	78	20	0	0	Average between repainting and drywall replacement	1,806.19 applicable only if modification for 5.16.1.a is not required.
Artificial Lighting	Dimmable	b. Light fixtures in classrooms and nap rooms are to be dimmable....Incorporate variety in lighting, through such devices as dimming controls, separate switching, adjustable directional fixtures, and pendant fixtures that are positioned over work areas....	5.10.3.a	48	46	4	0	Wire to create new lighting zone	526.75
Artificial Lighting	CFLs	e. Use compact fluorescent lamps (CFLs) instead of incandescent lamps as a general rule. CFLs should meet, at a minimum, the efficiency standards of the EPA Energy Star program. (GSA Table 10.2)	5.10.3.d	39	9	50	0		Program staff can address via specification or installation of CFL bulbs
Artificial Lighting	Shatterproof Lenses	f. All lamps must have shatterproof lenses or covers. (GSA 10.10)	5.10.3.e.	82	16	0	0	Average replacement costs of fluorescent light diffuser panels, recessed light lenses, and incandescent light globes	127.01 base

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Artificial Lighting	Automatic Controls	g. Interior lighting in buildings larger than 5000 sq. ft. shall be controlled with an automatic control device to shut off building lighting in all spaces. This automatic control device shall function on a scheduled basis, an occupant sensor, or a signal from another control or alarm system. (ASHRAE 90.1-2004 9.2.1.1)	5.10.3.f	8	36	45	9	Install motion sensors	1,417.50
Artificial Lighting	Exterior Lighting	h. Ensure that there is adequate exterior lighting to allow safe exterior circulation and site security. (GSA 10.2.3)	5.10.3.g	90	7	1	0	Install building mounted HID lights	1,624.00
Artificial Lighting	Ext Light Control	i. Provide security lighting on a timer for after-hours activation and on a switch for staff control. (DOD UFC Youth Table 4-4.2)	5.10.3.h	25	31	5	37	Average cost to add switch or timer	59.30
Security	Controlled access	a. The location should be a defensible space with a secure perimeter and controlled access. (Head Start 5.5)	5.13.3.a	91	7	0	0	Install intercom/buzzer system	5,778.75
Security	Visible exits	b1. The design should ensure that a child is unable to leave the center without the knowledge of the staff. (Head Start 10.2)	5.13.3.b	46	52	0	0	Install battery contact alarms	272.07
Security	Visible approach	c. The entry approach should be visible by center staff located inside. Position the reception area adjacent to the entry and director's office. (Head Start 10.2)	5.13.3.b	64	34	0	0		Standard met by modifications for 4.1.3.c and 7.1.3.b
Security	Security system	d. Security system equipment may include, but is not limited to, perimeter security alarm systems, video surveillance for entrance doors and vestibules, and annunciation systems for main entrance doors. (GSA 10.2)	5.13.3.c&d	73	25	0	0	Install intercom/buzzer system	5,778.75 applicable only if modification for 5.13.3.a is not required.

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Stairways	Railings in place	a. Open stairways used by children younger than school age must have railings or banisters installed along the open or unprotected side(s). (606 CMR 7.07 (11b))	5.13.3.e	30	0	68	0		No program needed a modification
Storage	SF of Storage	a.10% of the building's square footage needs to be allocated to storage. (Olds, page 74)	5.15.3.a	31	67	0	0	Partition existing space to create storage closet	3,613.74
General Storage	Central storage	b. Provide centrally located resource room for bulk storage of curriculum materials and supplies and for storage of resource tapes, books, as well as audio/video equipment. (GSA 7.1.16)	5.15.3.b	71	25	0	2		Standard met by modifications for 5.15.3.a
Walls	Wall Configuration	a. Vary wall configurations to create interest, soften a space or create a more nurturing impression in special spaces. Consider curved or obtuse angled partitions. (Head Start 7.4)	5.16.3.a	22	76	0	0	Create zig-zag wall between adjoining rooms	4,615.26
Walls	Color	b. Interior colors will be low maintenance neutrals to mitigate visual clutter and provide backdrop for colorful artwork. (The Army CDC)	5.16.3.b	84	14	0	0	Repaint	2,189.04
Windows	View from 70% of floor	a. Provide direct line of sight to view glazing from 70% of the combined floor areas of classrooms and administration areas. To qualify, a space shall have view glazing area equal to or greater than 7% of the floor area.	5.18.3.a.	67	31	0	0	Cut and frame openings to install windows	6,229.99 applicable only if modification for 5.18.3.f is not required.
Windows	Windows to Exterior	B1. Provide windows from activity rooms to the outside ...	5.18.3.b	77	21	0	0		Standard met by modifications for 5.18.3.a

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Windows	Windows to halls	B2...and from activity rooms to corridors. (DOD 7-1.3)	5.18.3.b	47	42	9	0	Cut and frame wall openings and install windows	2,448.40
Windows	Glare Prevention	d. Use overhangs or tinted glass to prevent glare in children's activity rooms. (DOD 7-1.3.2.8)	5.18.3.c	24	69	5	0	Install solar film	2,117.30
Windows	Insulated glass	e. Use insulated glass for exterior window glazing. (DOD 7-1.3.2.13)	5.18.3.d.	81	13	4	0	Replace windows	13,291.82 applicable only if modifications for 5.18.1.c or 5.18.3.f are not required.
Windows	Light control	f. Provide light control and energy conservation features on all exterior windows in children's areas, either by exterior or interior methods. (DOD 7-1.3.2.14)	5.18.3.e.	62	32	4	0	Install roller shades	365.69
Windows	Sills vary by child age	h. Maximum windowsill heights for children are 1.5 feet above the finished floor for infants, 2 feet above the finished floor for toddlers, and 2.5 feet above the finished floor for pre-school children (Head Start 10.6.1)	5.18.3.f	19	40	39	0	Average cost to lower window sills and replace window	30,400.73
Ceilings	Varying Height	b. Vary ceiling heights to define areas, disperse light, and create interest. Higher activity levels are often encouraged by higher ceiling heights, while quiet areas are supported by lower ceiling heights. (GSA 7.4)	5.2.3.b	31	64	3	0	Lower ceiling grid in quiet area	2,636.37

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Electrical	Outlet Covers	a. All electrical outlets within the reach of children younger than school age must be made inaccessible by use of a safety device or covering that prevents access to the receptacle openings. If the covering is a shock stop, it must be of adequate size to prevent a choking hazard. (606 CMR 7.07 (10o))	5.4.1.a	29	31	38	0	Replace outlets with models with integral shielding	546.00
Electrical	Cord Condition	c. Electrical cords must not be frayed or damaged. (606 CMR 7.07 (10o))	5.4.1.c	94	0	4	0		No program needed a modification
Exits	Clear Routes	a. Exits and evacuation routes must be kept clear of obstructions. (606 CMR 7.07 (1))	5.5.1.a	90	7	0	1		Program staff can address
Exits	Egress Doors	b. Except as specifically permitted by 780 CMR 1008.1 egress doors shall be readily openable from the egress side without the use of a key or special knowledge or effort. (780 CMR 1008.1.8)	5.5.1.b.	98	0	0	0		No program needed a modification
Exits	Free of weather hazards	c. All exterior stairways and fire escapes shall be kept free of snow and ice. (527 CMR 10.03 (13) (d))	5.5.1.c	46	1	22	29		No program needed a modification
Electrical	Outlet Availability	a. Provide wall duplex outlets at intervals of approximately 13 feet and provide one duplex outlet per wall on walls less than 10 feet wide. (Head Start 10.10.2)	5.4.3.a	38	60	0	0	Install outlets with track wiring	2,587.19
Exterior Walls	Good Condition	a. All buildings and structures and all parts thereof, both existing and new, and all systems and equipment therein, which are regulated by 780 CMR shall be maintained in a safe, operable and sanitary condition (780 CMR 103.1)	5.6.1.a	82	15	0	1	Average of sectional masonry repointing, EIFS repair and painting, and wood siding painting	11,348.12

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Fire System	Sprinklers in Place	b. [For all preschoolers and school age children] An automated sprinkler system shall be provided for Group E occupancies... (780 CMR 903.2.3) c. [For infants and toddlers] An automated sprinkler system shall be provided throughout buildings with a Group I occupancy. (780 CMR 903.2.6)	5.71.b&c	54	41	0	3		Costs not included study
Exits	Direct Exit	a. Provide a direct exit to the outside from every child activity room. (DOD 2-15.1.4)	5.5.3.a	14	84	0	0	Cut, frame, and install full visibility doors	12,545.77
Exits	Exit Signs	d. <i>[There are illuminated exit signs in place and working.]³</i>	5.5.3.d	94	4	0	0	Install new signage	654.50
Floors	Good Condition	a. ... All buildings and structures and all parts thereof, both existing and new, and all systems and equipment therein, which are regulated by 780 CMR shall be maintained in a safe, operable and sanitary condition. (780 CMR 103.1)	5.8.1.a	73	25	0	0	Average of carpet, VCT, and ceramic tile replacement and wood refinishing	4,487.38
Floors	Good Condition	a. Floors...are kept in good repair and are safe, with no sharp edges, splinters, protruding or rusty nails, or missing parts. (NAEYC 9.C.07)	5.8.2.a	58	40	0	0	Average of carpet, and VCT replacement and wood refinishing	2,127.61 applicable only if modification for 5.8.1.a is not required.
HVAC	Contact Guards	a. All steam and hot water pipes and radiators must be protected by permanent screens, guards, insulation or another suitable device that prevents children from coming in contact with them. (606 CMR, 7.07 (14 a))	5.9.A.1.a	63	3	32	0	Install baseboard and radiator covers	355.46 base

³ When the assessment varied from the detailed text of the standard, the actual assessment item is given, *in italics*.

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HVAC	NO space heaters	b. The use of portable heaters and portable radiators is prohibited during child care hours. (606 CMR, 7.07 (14b))	5.9.A.1.b	92	3	3	0		Standard met by modifications for 5.9.A.1.h and 5.18.1.c
HVAC	Boiler room	g. ... Boiler room doors shall not open into occupied areas. (780 CMR 422.4.9)	5.9.A.1.g	84	5	7	2	Relocate door	338.05
HVAC	Good Condition	h. Maintenance requirements may be implemented by the manufacturer to ensure the equipment is kept in working order. All buildings and structures and all parts thereof, both existing and new, and all systems and equipment therein, which are regulated by 780 CMR shall be maintained in a safe, operable and sanitary condition. (780 CMR 103.1)	5.9.A.1.h	83	5	0	10	Average repair, rebalancing, and replacement costs	3,273.75
Ventilation	Good Condition	a. All buildings or structures all parts thereof, both existing and new, and all systems and equipment therein which are regulated by 780 CMR shall be maintained in safe, operable and sanitary condition. (780 CMR 103.1)	5.9.C.1.a	87	4	7	0	Clean ducts	1,377.41
HVAC	Minimum temp	a. Room temperature in rooms occupied by children must be maintained at a minimum of 65°F. (606 CMR 7.07 (10i))	5.9.B.1.a	95	1	1	1	Install electric baseboard	5,151.40
Floors	Varied Surfaces	b. For floors in child activity areas, use a combination of carpeting, large area rugs, and hard surfacing as appropriate for the specific activity areas. (DOD 7-1.6.1)	5.8.3.b	86	12	0	0	Install area rugs	1,799.78 base

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Floors	Low Emissions	d. Materials have been tested and certified for low emissions of volatile organic compounds (VOC's) [including]: all carpet systems and associated adhesives, all resilient flooring and associated adhesives, all paint that covers floors, all wood flooring. (CHPS, IEQC, 2.1, page 83)	5.8.3.d	10	4	20	64		Specify as part of future replacements
HVAC	Conditions maintained	a. All rooms that children use are heated, cooled, and ventilated to maintain room temperature and humidity level. (NAEYC 9.D.05)	5.9.A.2.a	92	6	0	0	Install ductless air conditioners with heat pumps	15,727.68
HVAC	Temp controls	a. Provide temperature controls...for each classroom. (CHPS, IEQUC 4.2, page 92)	5.9.A.3.a	48	50	0	0	Average of forced air and radiator controls	1,959.04
Ventilation	Air return over "toilet" areas	b. Locate air return over diaper and toilet areas. (GSA 10.9.2)	5.9.C.3.b	67	30	0	1	Install bathroom fans	1,145.47
Ventilation	CO2 Level	c. ... prevent indoor CO2 levels from exceeding outdoor levels by more than 700 parts per million (ppm), as described in LEED Version 2.0. (GSA 10.1.16)	5.9.C.3.c	82	16	0	0	Average to install or replace an airhandling system	22,354.10
Classrooms	Variety of space	a. Provide space to accommodate a variety of activities, and to accommodate all children who are present playing individually, together, and in small or large groups. (606 CMR 7.07 (10)(d))	6.1.1.a	98	0	0	0		No program needed a modification
Classrooms	Private play space	b. Provide a private yet visible area where a child can play or work alone or with another. (606 CMR 7.07 (10)(e))	6.1.1.b	95	3	0	0	Provide play house cube	552.29 base

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Diapering	Changing location	a. In programs serving children who are under two years and nine months of age and/or not toilet trained, the educator must ensure that diapering areas are separate from facilities and areas used for food preparation and food service. (606 CMR, 7.11 (12b))	6.10.1.a	28	2	68	0	Build countertop partition	419.60
Diapering	Changing surface	b. The changing surface is smooth, intact, impervious to water and easily cleaned. (606 CMR, 7.11 (12e))	6.10.1.b	28	2	68	0	Replace changing pad	63.64 base
Diapering	Exclusive use	c. A common change table or diapering surface is not used for any other purpose. (606 CMR 7.11 (12d))	6.10.1.c	29	1	68	0		Program staff can address
Diapering	Waste container	d. Soiled disposable diapers are placed in a closed container that is lined with a leak-proof disposable lining. (606 CMR 7.11 (12l))	6.10.1.d	27	3	68	0	Provide trash can with lid	120.00 base
Diapering	Running water	e. There must be running water or an approved alternative adjacent to each diapering area. (606 CMR 7.07 (16 d4c))	6.10.1.e	30	0	68	0		No program needed a modification
HVAC	Temp and humid within range	a. Comply with ASHRAE Standard 55-2004 for thermal comfort standards within established ranges per climate zone. (CHPS, IEQP, 14, page 76)	5.9.B.3.a	70	25	2	1	Average to add humidifiers, dehumidifiers, or ductless air conditioners with heat pumps	4,149.71 applicable only if modifications for 5.9.B.1.a or 5.9.A.2.a are not required.
HVAC	Infant areas	b. Infant areas may be more comfortable at a 1-3 degrees warmer temperature than other areas. (GSA 10.9.1)	5.9.B.3.b	16	6	76	0	Add electric baseboards	1,057.00 applicable only if modifications for 5.9.B.1.a, 5.9.A.2.a, or 5.9.B.3.a are not required.

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Eating Area	Sufficient space	a. The licensee must provide space sufficient for children to eat in an un-crowded manner and to meet the needs of all children. (606 CMR 7.07 (10n))	6.12.1.a	98	0	0	0		No program needed a modification
Furniture	Appropriate to age	a. Equipment and furnishings are appropriate to the ages, needs and developmental level of the children enrolled. ...	6.13.1.a	96	2	0	0	Replace tables and chairs	2,857.50 Base
Furniture	Good condition	and free from lead paint, protruding nails, rust, and other hazards that may be dangerous to children. (606 CMR 7.07 (13))	6.13.1.a	90	6	0	2	Average cost to replace tables, soft seating, and/or chairs	637.50 Base
Furniture	Free of entrapments	b. All play equipment, and structures must be free of entrapment hazards. (606 CMR 7.07 (13d))	6.13.1.b	60	38	0	0	Average to replace chairs and modify loft railings and stairs	1,225.74
Sleep, Rest and Quiet Activity	Individual sleep materials	a. The licensee must provide a separate mat, cot, sofa, portacrib, playpen, bassinet or bed, and blanket for each child present at any time during the day. (606 CMR, 7.11 (13 (d3b))	6.17.1.a	55	0	42	1		No program needed a modification
Sleep, Rest and Quiet Activity	Sanitary linen storage	b. Educators must ensure safe and sanitary storage of blankets and bed linens. (606 CMR, 7.11 (13 (d3d))	6.17.1.b	53	1	43	1	Mat storage	359.13 base
Sleep, Rest and Quiet Activity	Space between beds	c. Educators must ensure that there is a distance of at least two feet between each crib or cot, or there is a distance of at least three feet between children's faces while resting or napping. (606 CMR 7.11, (13 d4a))	6.17.1.c	49	4	43	2		Program staff can address

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Sleep, Rest and Quiet Activity	Firm mattresses	f. Ensure that cribs have firm, properly fitted mattresses with clean coverings, and do not contain any potential head entrapment areas. (606 CMR, 7.11 (13e3))	6.17.1.f	27	0	71	0		No program needed a modification
Sleep, Rest and Quiet Activity	Proper slat spacing	g. Ensure that slats on cribs are no more than 2- 3/8 inches apart. (606 CMR, 7.11 (13e 4))	6.17.1.g	24	0	74	0		No program needed a modification
Sleep, Rest and Quiet Activity	Evacuation cribs	h. Programs that use cribs for evacuation must assure that such cribs are safe for the intended purpose, easily movable and small enough to fit through exit doors to the outside. (606 CMR, 7.11 ((7i))	6.17.1.h	24	0	74	0		No program needed a modification
Classrooms	Defined Groups	a. A group or classroom consists of the children who are assigned to a teacher or a team of teaching staff for most of the day and who occupy an individual classroom or well-defined space that prevents intermingling of children from different groups within a large room or area. (NAEYC 10.B.12)	6.1.2.a	92	4	2	0	Install gym curtain	10,620.00

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Assessment Category 1	Assessment Category 2	Standards Text	Standards Item # ¹	Yes	No	N/A	NS	Modification	Per program cost ²
Classrooms	Interest centers	b. Up to age 8: A variety of age- and developmentally appropriate materials and equipment are available indoors and outdoors for children throughout the day. This environment includes 1. dramatic play equipment; 2. sensory materials such as sand, water, play dough, paint, and blocks; 3. materials that support curriculum goals and objectives in literacy, math, science, social studies, and other content areas; and 4. gross-motor equipment for activities such as pulling up; walking; climbing in, on, and over; moving through, around, and under; pushing; pulling; and riding. (NAEYC 9.A.04) ⁴	6.1.2.b	95	2	0	1	Average furniture /supply cost for interest area	2,015.95 base
Classrooms	Conversation seating	c. Up to age 8: The indoor environment includes washable, soft elements that allow groups of children or adults and children to sit in close proximity for conversations or comforting. (NAEYC 9.A.10)	6.1.2.c	70	25	2	1	Vinyl couches and chairs	1,188.64 base
Classrooms	Soft furnishings	e. for OST: Children and youth can use and relax on soft, comfortable furniture, such as couches, cushions, beanbag chairs, or rugs. (COA ASP-PS 6.01)	6.1.2.e	18	23	57	0	School age sized vinyl couch	1,074.00 base applicable only if modification for 6.1.2.c is not required.

⁴ Assessment only evaluated indoor interest centers; programs were required to have three indoor interest centers, excluding the gross motor area, and, for OST, one of the interest areas had to be an area for homework.

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Assessment Category 1	Assessment Category 2	Standards Text	Standards Item # ¹	Yes	No	N/A	NS	Modification	Per program cost ²
Classrooms	Homework area	f. for OST: Separate area that is quiet, not crowded and has suitable furniture for homework or other quiet study. (SACERS, 1-4-4a.5)	6.1.2.f	36	3	59	0	Partition space for homework room	4,066.10
Classrooms	Shared facilities	g. School age care program has daily use of a number of shared facilities (e.g., access to community pool). (SACERS, 1-9.7).	6.1.2.g	32	7	59	0		Program can address
Classrooms	Welcome setting	h. The program setting is welcoming and engaging and helps children and youth feel physically and emotionally comfortable and supported. (COA ASP-PS 6.01)	6.1.2.h	94	4	0	0		Program staff can address
SF per Child	Minimum space	a. The licensee must provide a minimum of 35 square feet of activity space per child.(606 CMR 7.07 (15c). b. When measuring activity space, only usable floor space (exclusive of hallways, bathrooms, and portions of rooms or areas that contain furniture or equipment suitable only for adult use) may be included. (606 CMR 7.07 (10c)) c. The total required activity space must be available to children for at least half of the program day. (606 CMR 7.07 (10b))	6.2.1.a&b &c	89	9	0	0		Enrollment
Diapering	Running water	a. Hand-washing sinks within arm's length of diaper changing tables. (NAEYC 9.A.01)	6.10.2.a	24	6	68	0	Changing table with portable sink	1,925.00 Base applicable only if modification for 6.10.1.e is not required.

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Diapering	Changing location	b. Each changing area is separated by a partial wall or is located at least three feet from other areas that children use and is used exclusively for one designated group of children. (NAEYC 5.A.08h).	6.10.2.b	24	6	68	0	Build countertop partition	419.60 applicable only if modification for 6.10.1.a is not required.
Diapering	Waste container	c. Soiled diapers shall be stored inside the facility in containers separate from other waste. Washable, plastic-lined, tightly covered receptacles, with a firmly fitting cover that does not require touching with contaminated hands or objects, shall be provided, within arm's reach of diaper changing tables, to store soiled diapers. (NHSPS 5.067)	6.10.2.c	19	11	68	0	Trashcan with foot operated lid and solid liner	233.75 base
Display Area	Display space	a. ...Environment contains elements such as places for displaying children's work. (NAEYC 9.A.09d)	6.11.2.a	95	3	0	0	Magnetic/felt boards	956.25 base
Display Area	Display Location	b. Some displays are at children's eye level. (NAEYC 3.A.06c)	6.11.2.b	95	2	0	1		Program staff can address
Furniture	Safe	They must be sturdy, safely constructed and installed, non-tippable, flame retardant, easily cleaned, ...	6.13.2.d	98	0	0	0		No program needed a modification
Furniture	Moveable	a. Children and youth can move furniture easily to make more room or to define an area. (COA ASP-PS 6.05)	6.13.2.a	98	0	0	0		No program needed a modification

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Furniture	Accessible materials	b. For preschool and school age only: Indoor space is arranged so that children and youth can get materials out and put them away by themselves with ease and move materials and equipment to suit their activities. (COA ASP-PS 6.05)	6.13.2.b	92	0	5	1		No program needed a modification
Lofts/platforms	Fall protection/prevention	a. Furnishings such as lofts are constructed to prevent falls (e.g., with appropriate barriers), or safety surfacing is installed in the fall zone. (NAEYC 9.A.06)	6.14.2.a	19	1	78	0	Install solid barriers at railings	1,386.60
Lofts/platforms	Indoor Equip surfacing	b. When climbers, climbing gyms, slides, and other play units are part of the indoor environment, the program provides safety surfacing that is rated and installed in the fall zone as recommended by the manufacturer for the fall height of the play equipment. (NAEYC 9.A.06).	6.14.2.b	7	6	85	0	Install floor tiles	1,141.88
Gross Motor Room	Indoor Play space	a. When outdoor opportunities for large-motor activities are not possible because of conditions, the program provides similar activities inside. (NAEYC 5.A.06b)	6.15.2.a	63	35	0	0	Construct and equip gross motor addition	164,423.89
Gross Motor Room	Gross motor equip	b. The environment includes gross-motor equipment for activities such as pulling-up; walking; climbing in, on, and over; moving through, around, and under; pushing; pulling; and riding. (NAEYC 9.A.04d)	6.15.2.b	48	17	33	0	Average cost to provide wheeled toys, a small climber, and balls and hoops	539.16 Base applicable only if modification for 6.15.2.a is not required.
Classrooms	Computer lab	j. School age children must have a computer lab. (The Army CDC)	6.1.3.j	31	8	59	0	Partition space and supply computers and workstations	8,805.25

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SF per Child	Indoor play space	a. (OST only) Approximately 75 square feet per child or youth when indoor space is used for active play (e.g., dance, aerobics, or basketball). (COA ASP-PS 6.02)	6.2.2.a	20	9	69	0		Programming/ Enrollment
SF per Child	Group Activities	b. (OST only) Approximately 45 square feet per child or youth for small group and enrichment activities such as woodworking, arts and crafts, and science experiments. (COA ASP-PS 6.02)	6.2.2.b	20	19	59	0		Programming/ Enrollment
SF per Child	Quiet Activities	c. (OST only) Approximately 35 square feet per child or youth for quiet activities such as homework, reading, or holding club meetings. (COA ASP-PS 6.02)	6.2.2.c	20	19	59	0		Programming/ Enrollment
Diapering	Changing location	a. Orient the diapering station so that a teacher, while diapering a baby or toddler, can maintain visual supervision of the children, and the children can see the teacher. (GSA 7.6.5)	6.10.3.a	24	6	68	0	Average to provide changing table with portable sink or reorient existing table	2,834.25 base
Diapering	Stairs	b. Provide the diaper-changing unit with integral retractable steps that lock in place for the caregiver to assist the children to climb up to the changing surface. (DOD 5-12.5.1)	6.10.3.b	18	12	68	0	Wood diaper station with retractable stairs	649.00 base
Diapering	Additional equip	c. Provide paper towel, soap, and rubber glove dispensers. (GSA 7.6.5)	6.10.3.c	27	3	68	0	Average for soap and/or towel dispensers	315.00 base
Display Area	Display space	a. Provide wall and floor display space for notices and children's artwork.(DOD 4-2.4.3)	6.11.3.a	96	2	0	0		Program staff can address
Display Area	Design of display space	b. Use deep wall recesses or niches with accent lighting to highlight children's work. (DOD 4-2.4.3)	6.11.3.b	0	98	0	0	Build and install display space	1,975.18

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Assessment Category 1	Assessment Category 2	Standards Text	Standards Item # ¹	Yes	No	N/A	NS	Modification	Per program cost ²
Eating Area	Location	a. Eating area is in a pleasant area with natural light and lots of displayed items of interest. (GSA 7.6.9)	6.12.3.a	85	13	0	0		Standard met by modifications for 5.18.3.a and 6.11.2.a
Eating Area	Furniture	b. Children older than infant age need movable chairs and tables of appropriate scale for their eating area. (GSA 7.6.9)	6.12.3.b	94	1	3	0	Provide tables and moveable chairs	5,146.13 base
Eating Area	Proximity	c. Locate eating/table areas for older children in a central location, away from children's toilets and hand washing sinks. (GSA 7.6.9)	6.12.3.c	95	2	1	0	N/A	Program staff can address - rearrange furniture
Furniture	Safe	a. No sharp edges within children's areas. All corners on trim, counters, partitions, and shelving must have rounded edges.	6.13.3.a	84	14	0	0	Install rubber corner bead	184.52 base
Furniture	Attractive furnishing	b. Furniture must meet fire codes, but aesthetic qualities- such as color, line, mass, construction, and design- are also important considerations. (Olds, page 258)	6.13.3.b	93	5	0	0	Replace chairs	4,418.00 base
Furniture	Wood furniture	c. Wood furniture is generally more neutral, more durable, as easy to maintain, warmer, more pleasing and more cost- effective in the long run than plastic furniture. (Olds, page 258) [assessment passed if at least 50% of furniture was wood]	6.13.3.c	50	48	0	0	Replace chairs, tables, bookshelves, cubbies,	4,451.50 base
Furniture	Zero formaldehyde	d. Give preference to products made with zero formaldehyde. (Head Start 8.1.4) [assessment passed if 50% of furniture did not contain formaldehyde]	6.13.3.d	63	35	0	0		Standard met by modifications for 6.13.3.c

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Lofts/platforms	Level changes for infants	a. Infant classrooms require soft, colorful crawling areas with low level changes such as low, carpeted, constructed platforms; movable foam shapes; or forms that provide level changes. Ramps, or small 3 inch to 4 inch steps, should be used between level changes. The maximum total height of platforms for infants is 18 inches. (GSA 7.6.1)	6.14.3.a	6	1	91	0	Provide tot tunnel climber	423.94 base
Lofts/platforms	Max heights	b. Toddler and pre-school lofts and platforms must be no higher than 36 inches above the finished floor for toddlers and 54 inches above the finished floor for pre-school children. (GSA 7.6.2)	6.14.3.b	16	2	80	0	Lower loft	1,675.20
Lofts/platforms	Fall protection/prevention	c. Protective barriers must be provided on all raised surfaces 24 inches above floor level or higher for pre-school and younger children. (GSA 7.6.2)	6.14.3.c	18	1	79	0		Program staff can address - remove slide
Gross Motor Room	High ceilings	a1. Provide the following features: high ceilings; [assessment passed if over 9 ft] ...	6.15.3.a	40	24	34	0	Construct gross motor addition	169,383.82 applicable only if modification for 6.15.2.a is not required.
Gross Motor Room	Acoustical Treatment	a2. acoustical treatment on walls and ceilings, together with possible acoustical separation between the multi-purpose and the adjoining rooms; ...	6.15.3.a	30	33	35	0	Average cost to add mats to walls and sound blanket to ceiling	2,171.27 applicable only if modification for 6.15.2.a is not required.
Gross Motor Room	Durable wall surface	a3. a hard, durable, washable surface as wall finish; ...	6.15.3.a	61	2	35	0	Remove carpet from walls and paint	1,064.80 applicable only if modification for 6.15.2.a is not required.

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Gross Motor Room	Resilient fall zone surface	a4. protective resilient surfaces in fall zones; ...	6.15.3.a	25	3	64	6		Standard met by modifications for 6.14.2.b
Gross Motor Room	Storage	a5. and, storage for equipment and supplies. (GSA 7.6.13)	6.15.3.a	46	17	35	0	Partition space to construct closet	2,049.30 applicable only if modification for 6.15.2.a is not required.
Sleep, Rest and Quiet Activity	Separate area	a. Infant sleeping areas should be quiet and pleasant in a somewhat separate space within the classroom where infants can sleep according to their individual schedules. (GSA 7.6.6, Head Start 7.7.4)	6.17.3.a	20	4	74	0	Build knee wall to partition space	647.28
Sleep, Rest and Quiet Activity	Individual sleep materials	b. Provide one crib for each infant and young toddler. (Head Start 7.7.4)	6.17.3.b	19	10	69	0		Programming choice, mats used for toddlers
Sleep, Rest and Quiet Activity	Evacuation cribs	g. One of every four cribs must be an evacuation crib, especially constructed for this purpose, and capable of holding and transporting up to four infants. (GSA 7.6.6)	6.17.3.f	19	5	74	0	Provide evacuation crib	596.33 base
Toilets for children	Location	a. Toilets must be available no more than one floor level away from the approved program space if licensed for the first time after the effective date of these regulations. (606 CMR 7.07 (10 k1))	6.4.1.a	96	0	2	0		No program needed a modification
Toilets for children	Safe adaptation	b. When adult toilets and sinks are used, the licensee must provide a safe means to permit access by those children who are able to use them. (606 CMR 7.07 (10 k2))	6.4.1.b	51	8	39	0	Provide toilet and sink stools and potty seat	177.97 base

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Toilets for children	Locks open from outside	d. In programs serving children younger than school age, locks on doors to bathrooms must be easily opened from both the inside and outside. (606 CMR 7.07 (10 k4))	6.4.1.d	38	6	54	0	Average to replace door with half height door or to replace stall door and lock	1,497.50
Toilets for children	Number of toilets	e. The licensee must maintain a ratio of at least one toilet and sink in one or more well-ventilated bathrooms for every 20 children. (606 CMR 7.07 (16 d1))	6.4.1.e	87	10	1	0	Average to add sink or toilet to existing bath, expand bath and install a sink and toilet, create a new bath with two toilets and sinks, or add fan	6,620.06
Toilets for children	Privacy according to age	f. Toilet facilities must afford adequate privacy appropriate to the ages of children enrolled in the program. (606 CMR 7.07 (16 d3))	6.4.1.f	75	20	3	0	Average to install full or half height doors	2,428.70
Toilets for children	Proximity	g. Bathrooms must be in close proximity to children's activity space. (606 CMR 7.07 (16 d4a))	6.4.1.g	91	6	1	0	Partition space and create new bathroom	10,730.12
Toilets for children	Accessible	h. Bathrooms must be readily accessible to all children, including children with disabilities. (606 CMR 7.07 (16 d4a))	6.4.1.h	54	43	1	0		Standard met by accessibility modifications
Classroom sinks	Sink Proximity	b. Toilets, drinking water, and hand-washing facilities are within 40 feet of the indoor areas that children use (NAEYC 9C.05)	6.4.2.a	95	3	0	0		Standard met by modifications for 6.4.1.g
Toilets for children	Proximity	a. Toilets, drinking water, and hand-washing facilities are within 40 feet of the indoor areas that children use (NAEYC 9C.05)	6.4.2.a	90	7	1	0	Partition space and create new bathroom	9,171.04 applicable only if modification for 6.4.1.g is not required.
Toilets for children	Barrier	b. Bathrooms have barriers to prevent entry by unattended infants and toddlers/twos. (NAEYC 9C.17)	6.4.2.b	25	5	68	0	Install half-height door	1,258.00

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Toilets for children	Location	c. Toilets shall be located on the same floor as, and next to, the sleeping areas. (NHSPS 5.116)	6.4.2.c	92	2	4	0	Partition space and create new bathroom	Standard met by modifications for 6.4.1.g or 6.4.2.a
Acoustics	Acoustical ceiling tile	a. Majority of children's areas will have acoustical ceiling tile, .79 to .98 inches thick, with effective acoustical ceiling treatment. (GSA 9.4)	6.3.3.a	73	25	0	0	Install ceiling tile	16,617.38
Classroom pathway	Free movement	a. Space is arranged to provide clear pathways for movement from one area to another and to allow visual supervision by educators. (606 CMR 7.07 (10f))	6.6.1.a	97	1	0	0		Program staff can address - Rearrange furniture
Classroom sinks	Sink Proximity	a. For toddler and preschoolers] A minimum of two toilets and two child-height hand washing sinks within each classroom area that uses the toileting facility, with never less than one toilet, one lavatory and one drinking fountain for every 12 children who will use them (where allowed by licensing). Note: two classrooms may share one toilet area. (GSA 7.6.4)	6.4.3.a	34	23	41	0		Standard met by modifications for 6.4.3.a
Toilets for children	Number of toilets	a. A minimum of two toilets and two child-height hand washing sinks within each classroom area that uses the toileting facility, with never less than one toilet, one lavatory and one drinking fountain for every 12 children who will use them (where allowed by licensing). Note: two classrooms may share one toilet area. (GSA 7.6.4)	6.4.3.a	21	36	41	0	Average to partition space and create new bathrooms and to expand existing bathrooms	50,276.55

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Toilets for children	Proximity	b. Children using the water closet are visible from within the activity room but not the hallway or any other room. (ECE only) (DOD 7-2.1.2.2)	6.4.3.b	36	20	42	0		Standard met by modifications for 6.4.3.a
Toilets for children	Privacy according to age	d. Toilet areas are to have gates or half doors at entrances and may have child height partitioning between toilets. These elements must have hinge protection so that children's hands and fingers are not accidentally pinched or crushed. (GSA 7.6.4)	6.4.3.d	20	36	42	0	Install hinge protection	399.50
Toilets for children	Separation	e. The toilet area must be physically separated from food preparation and eating areas and partially screened from the view of remaining spaces. (GSA 7.6.4)	6.4.3.e	96	0	2	0		No program needed a modification
Toilets for children	Floor drain	h. The toilet area requires a floor drain. (GSA 7.6.4)	6.4.3.h	44	53	1	0	Install floor drain	4,985.68 applicable only if modification for 6.4.3.a is not required.
Classroom entry	Exterior access	a2....Provide a second room entrance to the playgrounds. (DOD 5-4).	6.5.3.a	6	47	45	0		If feasible, standard met by modifications for 5.5.3.a
Classroom entry	Room entrances	a1. Each child activity room to have a distinct and welcoming entrance. The entrance must meet all emergency egress requirements. ...	6.5.3.a	70	28	0	0		Total space reallocation/rep programming beyond scope of study
Classroom pathway	Free movement	a. Clear pathways are available for children to move from one area to another without disturbing other children's work and play. (NAEYC 9.A.11)	6.6.2.a	95	3	0	0		Program staff can address – rearrange furniture

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Classroom sinks	Max temp	a. The licensee must provide running water in sinks used by children. Water temperature must not exceed 120°F. (606 CMR 7.07 (10 1))	6.7.1.a	92	3	3	0		Program staff can address - turn down water heater
Classroom sinks	Board of Health Approved	b. Any portable sink used to meet any of the requirements of these regulations must be approved by the Board of Health. (606 CMR 7.07 (16 d2))	6.7.1.b	6	0	92	0		Program staff can address - contact Board of Health for inspection
Classroom sinks	Accessible sinks	c. The hand-washing sinks are accessible to staff and children (step stools if needed). (NAEYC 9C.05)	6.7.2.c	89	8	1	0	Provide step stool	31.08 Base
Classroom sinks	Adult Art Sink	b. Provide an adult height art sink in all toddler and preschool classrooms at 865 mm [34 inches].	6.7.3.a	17	41	40	0	Average to lower existing sink or install new	6,099.90
Classroom sinks	Child Art Sink	c. In toddler classrooms, provide a ...sink...mounted in a 555mm [21.9 inches] high counter for children to use in art and other activities requiring cleanup....For pre-school and school-age children the [children's art] sink height should be 650 mm [25.6 inches]. ...[6.5.3.b]	6.7.3.a	13	68	17	0	Average to lower existing sink or install new	3,518.22
Classroom sinks	Paper towel	c. Provide one paper towel dispenser per sink area. (DOD 7-2.1.2.4)	6.7.3.b	74	11	13	0	Install paper towel dispensers	336.11
Classroom sinks	Impervious flooring	d. Provide sheet impervious floor coverings with sealed seams and using a floor drain in this [art] area, if feasible. [6.5.3.b]	6.7.3.a	15	70	13	0	Replace flooring	2,954.03
Cubby Area	Storage	a. Sufficient space, accessible to children, for each child to store clothing and other personal items in a safe, sanitary manner. (606 CMR 7.07 (10g))	6.9.1.a.	93	5	0	0	Provide simple cubbies	1,190.00 base

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Classroom storage and teacher work area	Impervious adult counter	a. Provide an adult-scale counter of solid-surface material, (DOD 5-6.2) and impervious. (GSA 7.6.8)	6.8.3.a	66	32	0	0	Install wall-mounted counter	1,139.82
Classroom storage and teacher work area	Equipment Storage	c. Provide storage for cots, strolling equipment, curriculum materials, and supplies. (DOD 5-10)	6.8.3.b	78	13	4	3		Standard met by modifications for 5.15.3.a
Classroom storage and teacher work area	Lockable Storage	d. Provide some lockable storage including some cabinets elevated above children's reach or with a door to limit their access. Provide one lockable cabinet in each run of cabinets. This storage area is required for storing activity room equipment, materials, and supplies. (DOD 5-10)	6.8.3.c	61	36	1	0	Average cost to install magnetic locks or install locking cabinets	770.60
Cubby Area	Storage	a. Compartmentalized open-front, scaled to child size, per child. (GSA 7.5.2)	6.9.3.a	68	30	0	0	Provide cubbies with built-in seat	2,652.53 base
Cubby Area	Secure, stable storage	b. Cubby storage units secured to the floor and wall. (GSA 7.5.2)	6.9.3.b	67	21	10	0	Labor and hardware to attach	441.40
Cubby Area	Floor clearance	c. A 36 inches clear area in front of the cubbies for access. (GSA 7.5.2)	6.9.3.c	85	6	7	0		Program staff can address - Rearrange furniture
Cubby Area	Seating	d. Seating, such as a bench, which may be integral with the cubby for either adult or child use. (GSA 7.5.2)	6.9.3.d	25	67	6	0	Install bench	891.97 base
Directors office	Space provided	a. There must be designated space, separate from children's play or rest areas, for administrative duties and educator and parent conferences.(606 CMR 7.07 (16c2))	7.1.1.a	92	5	1	0	Partition space	4,285.90

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Assessment Category 1	Assessment Category 2	Standards Text	Standards Item # ¹	Yes	No	N/A	NS	Modification	Per program cost ²
Staff Room	Adult toilet	p. Adult toilet in or near infant classrooms, and outside toddler and preschool classrooms (Head Start 7.7.2)	7.33.p&q	47	12	39	0		Standard met by modifications for 7.3.2.b4
Directors office	Space provided	a. Provide work, storage and conference space for the director. (DOD 4-4.2)	7.1.3.a	71	26	1	0	Partition space and furnish conference space	9,103.08
Directors office	Location	b. Locate this room adjacent to the reception area and accessible to visitors. It should have clear views of the main entry, reception and as many activity rooms as possible. (DOD 4-4.2)	7.1.3.b	40	56	2	0		Total space reallocation/rep rogramming beyond scope of study
Directors office	Office size	c. An adequately sized office with room for a desk, an office chair, at least two visitor chairs, filing cabinets, space for equipment (unless it is located elsewhere) including a personal computer, printer, copier and fax machine. (GSA 3.2.2)	7.1.3.c	83	13	2	0	Move wall	3,297.45 applicable only if modification for 7.1.1.a is not required.
Directors office	Lighting & acoustical separation	e. Provide adequate lighting, and acoustical separation. (GSA 7.1.12)	7.1.3.e	92	4	2	0	Average to build walls or add lighting	3,700.25 applicable only if modification for 7.1.1.a is not required.
Directors office	Storage size	i. Provide a lockable storage closet, 6 square feet minimum. (DOD 4-4.2)	7.1.3.i	39	57	2	0	Provide lockable closet	850.00 base
Staff Room	Separate space	a. There must be designated space, separate from children's play or rest areas, for administrative duties and educator and parent conferences.(606 CMR 7.07 (16c2))	7.3.1.a	71	27	0	0	Partition space	4,162.04
Admin Office	Admin space	a. Provide work, storage, and conference space for the administrator (DOD 4-4.3.2)	7.2.3.a	59	13	26	0	Partition workspace with knee walls	867.88

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Admin Office	Lockable storage	b. Provide a lockable storage closet. (DOD 4-4.3.2)	7.2.3.b	37	34	27	0	Provide lockable closet	850.00 base
Staff Room	Comfortable seating	a. The work environment for staff ...is comfortable and clean and is in good repair. (NAEYC 9C.02)	7.3.2.a	85	8	5	0	Replace chairs	481.80 base applicable only if modifications for 7.3.1.a or 7.3.2.b are not required.
Staff Room	Separate space	b1. The work environment includes: a place for adults to take a break from children; ...	7.3.2.b	66	31	1	0	Partition space	4,162.04 applicable only if modification for 7.3.1.a is not required.
Staff Room	Storage	b2. a secure place for staff to store their personal belongings; ...	7.3.2.b	60	38	0	0	Replace door hardware on staff room	145.00 applicable only if modifications for 7.3.1.a or 7.3.2.b are not required.
Staff Room	Space and surface for work	b3. an administrative area for planning or preparing materials that is separate from children's areas. (NAEYC 9C.02)	7.3.2.b	69	29	0	0		Standard met by modifications for 7.3.1.a and 7.3.2.b1
Staff Room	Adult toilet	b4. an adult sized bathroom; ...	7.3.2.b	84	14	0	0	Partition space to create bathroom	9,150.05
Staff Room	Separate space	a. Buffer visually and acoustically from children's activity rooms and public area and provide a vision panel in the door. (DOD 7-5.2)	7.3.3.a	48	38	12	0	Install half glass metal door	565.00 applicable only if modification for 7.3.1.a is not required.
Staff Room	Storage	b. Provide closet space for coats and jackets, smocks, boots, etc. (DOD 7-5.3)	7.3.3.b	36	61	1	0	Install lockers	3,213.43

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Staff Room	Comfortable seating	c. Provide space for comfortable seating (e.g., sofa and lounge chairs) for about 25 percent of staff. (DOD 4-5.4)	7.3.3.c	60	35	3	0		Standard met by modifications for 7.3.1.a and 7.3.2.a
Staff Room	Bulletin boards	d. Provide bulletin boards. (DOD 4-5.5)	7.3.3.d	64	27	7	0	Provide bulletin board	89.25 base
Staff Room	Appliances	f. Provide a sink and space for a coffee machine, refrigerator and microwave. Use solid surface counter tops. (DOD 4-5.7)	7.3.3.f	30	61	6	1	Install sink	2,640.35
Staff Room	Space and surface for work	g. Provide space for staff work, development of program materials, and utilization for staff training library and resources. (DOD 4-6)	7.3.3.g	61	36	1	0		Standard met by modifications for 7.3.1.a
Staff Room	Work Counter	h. Provide work counter with storage above and below counter. Coordinate location of electrical receptacles with counter heights. (DOD 4-6.3)	7.3.3.h	42	51	5	0	Install cabinets and countertop	1,944.00
Staff Room	Resource storage	i. Provide shelving and closet space for staff training resources. (DOD 4-6.4)	7.3.3.i	68	28	2	0	Install wall shelving	122.00 base
Staff Room	Equipment	j. Provide additional equipment including: Personal Computer(s) With Internet Access, Printers and scanners, Telephone, Wall clock. (DOD 4-6.9)	7.3.3.j	31	63	3	1	Provide computers and printer	1,511.50 base
Staff Room	Tech storage	o. Provide storage for training materials and AV cart. (DOD Youth Table 4-3.2)	7.3.3.o	54	39	4	1		Standard met by modifications for 5.15.3.a

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Center Kitchen	Refrigerator temp	b. The licensee must provide refrigeration and storage for food at not less than 32°F, nor more than 40°F for all food requiring refrigeration. Thermometers verifying temperatures must be maintained in all refrigerators. (606 CMR 7.12 (8))	8.1.1.b	43	11	44	0	Average to provide thermometers or replace refrigerator	321.07 base
Center Kitchen	Barrier to kitchen	c. There must be a barrier between children's activity space and the kitchen. (606 CMR 7.07 (16c6))	8.1.1.c	52	2	44	0	Install door	932.00
Center Kitchen	Interior fridge egress	b. There are no walk-in freezers or refrigerators that do not open from the inside. (COA ASP-PS 9.01)	8.1.2.b	7	0	91	0		No program needed a modification
Center Kitchen	Functional kitchen	a. Provide the kitchen with heavy duty equipment that will function primarily to prepare simple meals. It should be accessible to service personnel, staff, and other adults. (GSA 7.6.16)	8.1.3.a	46	1	51	0		Standard met by modifications for accessibility and 8.1.3.b
Center Kitchen	Well equipped	b. The following equipment should be provided (see Standards for list)	8.1.3.b	26	21	51	0	Average to provide various listed equip	14,757.60
Center Kitchen	Food cart space	c. Provide space for two or more stainless steel food carts. (GSA 7.6.16)	8.1.3.c	34	17	47	0	Move wall	543.24
Center Kitchen	Adequate space	d. Adequate lighting, ventilation, and clearances are required. (GSA 7.6.16)	8.1.3.d	41	0	47	0		No program needed a modification
Center Kitchen	Locked hazardous storage	e. Locked storage for any hazardous materials must be provided. (GSA 7.6.16)	8.1.3.e	34	12	52	0	Install lockable wall cabinet	511.48
Center Kitchen	Utensil storage	f. Provide storage for all utensils and equipment off the floor in a clean, dry, closed space. (GSA 7.6.16)	8.1.3.f	49	2	47	0		Relocate utensil storage

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Center Kitchen	No overhead pipes	g. No sewage or drain pipes are allowed above food storage, preparation, or service areas. (GSA 7.6.16)	8.1.3.g	48	0	46	4		No program needed a modification
Center Kitchen	Electrical supply	h. Ample electrical outlets (with ground-fault interruption in wet areas) out of children's reach, must be provided (GSA 7.6.16) for refrigerator, oven, range, freezer, convection oven, microwave oven, garbage disposal. (GSA 10.11.1) i. Provide power supplies where under counter appliances will be located. (GSA 10.11.1).	8.1.3.h&i	52	0	46	0	Install outlets	No program needed a modification
Warming/Snack Kitchen		b. Meals and snacks provided by parents must be stored safely. The licensee must provide refrigeration and storage for food at not less than 32°F, nor more than 40°F for all food requiring refrigeration. Thermometers verifying temperatures must be maintained in all refrigerators. (606 CMR 7.12 (8)).	8.3.1.b	38	26	22	12	Average to provide thermometers or replace refrigerators	106.54 base
Food prep in classroom	Store and Heat	e. and toddlers' classrooms food prep must be able to store and heat individual bottles and food items brought from home.	8.2.3.e	8	11	75	4	Provide microwaves	518.00 base
Food prep in classroom	Cabinet storage	a1. Upper and lower washable cabinet storage. ...	8.2.3.a	46	13	39	0	Average to install upper cabinets or upper, lower, and countertop	3,185.48
Food prep in classroom	Child-proof latches	a2. Provide child-proof latches or locks to prevent child access to any storage within reach. (GSA 7.6.8)	8.2.3.a	24	26	48	0	Install magnetic locks	591.21
Food prep in classroom	Refrigerator space	b1. Provide a minimum of 8 cubic feet of refrigerator storage. ..	8.2.3.b	42	17	39	0	Provide refrigerators	2,112.32 Base

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Food prep in classroom	Locked cold storage	b2. Provide a lockable box in each refrigerator for storage of medication. (GSA 7.6.8)	8.2.3.b	5	45	47	1	Provide lock boxes	298.94 base
Food prep in classroom	Durable Finishes	c. Finishes include impervious flooring and gloss painted wall above an impervious wainscot, for example, ceramic tile.	8.2.3.c	24	33	41	0	Install wainscoting (flooring included with 6.5.3.d)	110.45
Asbestos	Non-friable	a. No person shall cause, suffer, allow or permit the spray application of asbestos fibers or materials containing asbestos fibers; or the application of said materials by means which, in the opinion of the Department, may cause or contribute to a condition of air pollution. (Mass Dept of Environmental Protection 310 CMR, 7.15). [scored not seen if no asbestos was observed; scored a pass if any asbestos it is in a stable, non-friable condition]	9.1.1.a	9	2	0	87	Remove floor tile	8,163.86
Asbestos	Identified	a. ... Non friable asbestos shall be identified to prevent disturbance and/or exposure during remodeling or future activities. (NHSPS 5.104)	9.1.2.a	5	6	87	0		Contractor's responsibility during work
Drinking Water	Proximity	b. ...Drinking water is within 40 feet of the indoor areas that children use. (NAEYC 9.C.05)	9.2.2.b	95	3	0	0		Standard met by modifications for 6.4.2.a
General Playground Criteria	Safe Location	a. The outdoor play area must be free from hazards...	10.1.1.a	52	2	44	0	Install fence	1,040.00
Natural Elements and landscaping	Sun and Shade	a. The outdoor play area must provide for both direct sunlight and shade. (606 CMR, 7.07 (7c))	10.10.1.a	48	6	44	0	Provide canopies for shade	7,729.00

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Size, layout, circulation	Play Space	a. The licensee must maintain, or have access to, an outdoor play area of at least 75 square feet per child who is outside at any one time. (606 CMR, 7.07 (7))	10.11.1.a	81	14	0	3		Programming – regulate number of children outside at one time, or infeasible due to lack of space
Surfacing	Fall zone	a. The outdoor play space must not be covered with a dangerously harsh, abrasive, or toxic material. (606 CMR 7.07 (7f))	10.13.1.a	42	2	53	1	Install appropriate surfacing in fall zone	3,975.13
Surfacing	Safe materials	b. Pea gravel and wood chip nuggets must not be used in areas used by infants and toddlers. (606 CMR 7.07 (16e))	10.13.1.b	47	0	50	1		No program needed a modification
Surfacing	Appropriate materials	c. The use zones under and around swings, slides and climbing structures must be covered with an adequate depth (9 inches) of an impact absorbing material, in accordance with EEC policy. (606 CMR 7.07 (16e))	10.13.1.c	31	1	65	1	Replace material	4,040.58
Age appropriate design	Age appropriate space	a. The outdoor play space must be appropriate for each age group served. (606 CMR, 7.07 (7b))	10.2.1.a	50	4	44	0	Average to install equipment and surfacing	14,046.93
Age appropriate design	Age appropriate equipment	b. The licensee must only use outdoor equipment, and materials, that are appropriate to the ages, needs and developmental level of the children enrolled. (606 CMR 7.07 (13))	10.2.1.b	47	3	48	0	Average to install equipment and surfacing (OST)	15,272.53 applicable only if modification for 10.2.1.a is not required.

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Natural Elements and landscaping	Exploration	a. Outdoor play areas... accommodate exploration of natural environment, including a variety of natural and manufactured surfaces, and areas with natural materials such as nonpoisonous plants, shrubs, and trees. (NAEYC 9B.01c)	10.10.2a	35	19	44	0	Provide garden boxes	1,150.00
Storage	Proximity	a. Outdoor games and sports equipment are stored close to the activity space, or moved near the activity space during the time children will be using it. (COA ASP-PS 7.03)	10.12.2.a	41	11	45	1	Provide vertical storage shed	318.75 base
Surfacing	Clean surface	a. Surfaces should be free from standing water, animal feces, and foreign objects. (NPPS).	10.13.2.a	51	2	44	1	Add storm drains	3,358.68 Applicable only to programs needing drainage
Surfacing	Inappropriate materials not used	b. Inappropriate surfacing materials include asphalt, carpeting and mats not tested to ASTM F1292, concrete, dirt, grass, or CCA treated wood mulch (CPSC 2.4.2)	10.13.2.b	45	0	52	1		Standard met by modifications for 10.13.1.c
Surfacing	Appropriate materials	c. [shredded/recycled rubber, sand, pea gravel, wood mulch (non-CCA) or wood chips or] Other appropriate surface materials include those tested to ASTM F1292 and include engineered wood fiber (EWF), unitary materials of rubber mats or tiles poured in place. (CPSC 2.4.2.1 and 2.4.2.2).	10.13.2.b &c	47	0	50	1		Standard met by modifications for 10.13.1.c

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Surfacing	Fall zone	d. The minimum compressed loose-fill surfacing depths of shredded/recycled rubber, sand, pea gravel, wood mulch (non-CCA) or wood chips is 9 inches with a start of 12 inches because of compression over time due to use and weathering. (CPSC 2.4.2.2)	10.13.2.d	24	3	70	1	Add wood mulch	1,212.75 applicable only if modification for 10.13.1.a is not required.
Age appropriate design	Age appropriate equipment	a. Outdoor play areas, designed with equipment that is age and developmentally appropriate and that is located in clearly defined spaces within semiprivate areas where children can play alone or with a friend. (NAEYC 9.B.01)	10.2.2.a	36	12	50	0	Install equipment that provides private area	7,729.01 applicable only if modifications for 10.2.1.a or 10.2.1.b are not required.
Age appropriate design	Separate areas	c. There should be a clear separation for the play areas for children ages 0-2, 2-5, and 5-12. (NPPS and CPSC 2.2.2)	10.2.2.c	19	12	67	0	Provide cones to define space	80.00
General Playground Criteria	Inspection	d. The findings of a Certified Playground Safety Inspector are documented and available on-site. (NAEYC 9.B.07)	10.2.2.d	12	23	51	12	Playground inspection	1,750.00
Size, layout, circulation	Undefined play	a. Design the play environment to be open to many interpretations and uses in order for the child to exercise his or her power to manipulate it. (DOD 6-1)	10.11.3.a	45	9	44	0		Standard met by modifications for 10.4.2.a and 10.2.3.e
Size, layout, circulation	Two access points	b. The play yard ideally has a minimum of two access points, one from the classroom into the play yard, and one from the play yard outside to the site. (GSA 6.4.6)	10.11.3.b	38	12	48	0	Install gate in fence	575.21 applicable only if modification for 5.5.3.a is not required.

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Size, layout, circulation	Toy paths	d. Dedicated pathways and routes should be provided for play with wheeled toys. These paths need to be a minimum of 60 inches wide so that two tricycles can pass each other. (GSA 6.4.6)	10.11.3.d	8	41	49	0	Average to create or widen path	1,396.12
Size, layout, circulation	Circulation Space	e. The design must accommodate the movement of maintenance equipment into the play yard, and allow an emergency exit. (GSA 6.4.6)	10.11.3.f	44	7	47	0		Standard met by modifications for accessibility and 10.8.3.c
Surfacing	Variety of materials	a. Use a variety of surface materials, with varying finishes, patterns, textures, and colors to stimulate interest and increase play opportunities. (DOD 6-5.4)	10.13.3.a	35	19	43	1	Replace surfacing	4,006.96
Age appropriate design	Infants Soft Materials	a. For infants the play areas should consist of soft, resilient materials that protect crawling children and provide a comfortable surface on which to sit. (DOD 6-6.1)	10.2.3.a	11	5	81	1	Rubber tiles	6,117.19
Age appropriate design	Equipment	b. For infants include small steps, slopes, ground beams, climbing ramps, slight barriers and slides. (DOD 6-6.1)	10.2.3.b	13	6	79	0	Provide infant equipment	2,480.60
Age appropriate design	Fenced Area	c. Include a fenced in activity area for infants and toddlers. (DOD 6-6.1)	10.2.3.c	10	12	76	0	Install fence	986.51
Age appropriate design	Toddlers Spaces	d. The toddler activity area is a fenced outdoor play area with many types of play spaces and activities for playing alone, playing in pairs, and playing in small groups. (DOD 6-6.3)	10.2.3.d	16	7	75	0	Provide playhouse	414.38 base applicable only if modification for 10.2.1.a is not required.

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Age appropriate design	Preschoolers Components	e. In the activity zones of preschoolers, include a wheeled toy path, a dramatic play area, a construction area, a multi-purpose area, swings, a ball play area, a quiet place, a garden, and a composite structure for climbing. A covered porch area provides an ideal area for painting, drawing, etc. (DOD 6-6.4)	10.2.3.e	28	11	59	0	Average costs to add dramatic play, sand, or garden area	870.21
Active Outdoor Play	Outdoor play space	a. Outdoor play areas...accommodate motor experiences such as running, climbing, balancing, riding, jumping, crawling, scooting or swinging. (NAEYC 9.B.01)	10.4.2.a	47	7	44	0	Add balance beam	569.77 applicable only if modification for 10.2.1.a is not required.
Active Outdoor Play	Playing field	c. OST: There is a large field area, for structured sports activities such as kickball. (COA ASP-PS 7.01)	10.4.2.c	8	9	81	0		No modification possible – space not available
Active Outdoor Play	Hard play surface	d. OST: There is a hard surface for basketball, rollerblading, bike riding and other activities. (COA ASP-PS 7.01)	10.4.2.d	8	12	78	0		No modification possible – space not available
Equipment	Equip Spacing	a. All equipment shall be arranged so that children playing on one piece of equipment will not interfere with children playing on or running to another piece of equipment. (NHSPS, 5.174)	10.7.2.a	40	1	57	0	Labor to relocate equipment	215.20 applicable only if modification for 10.7.1.c is not required.
Sand and water play	Separate area	a. Sand play areas shall be distinct from landing areas for slides or other equipment.(NHSPS, 5.180)	10.6.2.a	13	4	81	0	Provide sand box	601.58

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Sand and water play	Covered	c. Sandboxes shall be covered with a lid or other covering when they are not in use. (NHSPS, 5.180)	10.6.2.c	12	3	82	0	Provide sandbox cover	102.45 applicable only if modification for 10.6.2.a is not required.
Equipment	Quality equip	a. Equipment must be sturdy, safely constructed and installed, non-tippable, easily cleaned, and free from lead paint, protruding nails, rust, and other hazards that may be dangerous to children. (606 CMR 7.07 (13))	10.7.1.a	45	0	53	0		No program needed a modification
Equipment	Well maintained	b. Must keep all equipment, materials, clean and in a safe, secure, and workable condition. (606 CMR 7.07 (13b))	10.7.1.b	45	1	52	0	Replace railings	860.80
Equipment	Safe arrangement	c. Must arrange equipment and fixtures safely, with sharp edges protected, and in such a way as to not present hazards to children. (606 CMR, 7.07 (13c))	10.7.1.c	44	2	52	0	Labor to repair or relocate equip	430.40 applicable only if modification for 10.1.1.a is not required
Equipment	No entrapment hazards	d. All play equipment, and structures must be free of entrapment hazards. (606 CMR 7.07 (13d)).	10.7.1.d	42	3	53	0	Average to cover holes in paneling and railings	536.13 applicable only if modification for 10.7.1.a is not required.
Equipment	Equip. Locale	b. Moving equipment such as swings should be located toward a corner, side, or edge of a play area while ensuring that the appropriate use zones around the equipment are maintained. (CPSC, 2.2.3)	10.7.2.b	17	0	81	0		No program needed a modification

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Equipment	Equipment Selection	f. For children younger than school age: No fulcrum seesaws, sliding poles, chain or cable walks, track rides, parallel bars, horizontal ladders, cement crawl tubes, long spiral slides, log rolls, free standing flexible climbers, free standing arch climbers or overhead rings.	10.7.2.f	32	6	60	0	Remove equipment	430.30 applicable only if modification for 10.7.1.a is not required.
Equipment	Elevated surfaces	j1. Guardrails and barriers should completely surround any elevated platforms (except for a maximum clearance opening of 15 inches needed to access the play equipment), prevent unintentional falls from the platform, prevent the possibility of entrapment, and facilitate supervision. Equipment intended for toddlers should use barriers on all elevated walking surfaces above 18 inches. (CPSC, 5.1.3)	10.7.2.j	37	5	56	0	Add railings	1,070.86
Equipment	Use zones	k1. Use of fall zones: The use zone should extend a minimum of 6 feet in all directions from the perimeter of the stand alone climber. (CPSC, 5.3.2.1.4)	10.7.2.k	41	3	54	0		Standard met by other modifications
Equipment	Equip Selection for Young Kids	m1. For toddlers: No balance beams (CPSC 5.3.1); n. Merry-go-rounds: not to be used by infants or toddlers (CPSC 5.3.4)	10.7.2.m1 & n	21	0	77	0		No program needed a modification
Fencing	No entrapment hazards	a. All fences must be free of entrapment hazards. (606 CMR, 7.07 (13d))	10.8.1.a	48	5	45	0	Install plexiglass over fencing	5,467.60
Fencing	Ground opening protection	b. Suitable barriers, including but not limited to bulkhead doors, must be installed to prevent falls into outdoor stair or window wells. (606 CMR 7.07 (7h))	10.8.1.b	26	0	72	0		No program needed a modification

Yes = program met standard; No = program did not meet standard; N/A = standard does not apply to a particular program; NS = standard applies to a particular program, but assessor was not able to see this element of the facility.

Assessment Category 1	Assessment Category 2	Standards Text	Standards Item # ¹	Yes	No	N/A	NS	Modification	Per program cost ²
Fencing	Rooftop barrier	c. If the outdoor play space is located on a roof, it must be protected by a barrier at least seven feet high, which cannot be climbed by children. (606 CMR, 7.07 (7e))	10.8.1.c	2	1	95	0	Install fencing	17,690.60
Equipment	Equipment Selection	a. The following elements are not to be used: metal slides, enclosed tunnel slides, spring mounted rocking toys (GSA 6.5.3), merry-go-rounds. (DOD 6-7.2)	10.7.3.a&b	39	11	48	0	Remove equipment	140.33 applicable only if modification for 10.7.2.m1&n is not required.
Fencing	Discourages climbing	b. The fencing shall be constructed to discourage climbing. (NHSPS, 5.178)	10.8.2.b	14	36	48	0	Install privacy slats	3,863.93 base
Fencing	Security Fence	a. When the play area is adjacent to hazards, busy roadways, enclose the perimeter of the play area by an 8 ft high fence. (DOD 6-5.1.4)	10.8.3.a	12	21	65	0	Remove and replace fencing	15,882.75
Fencing	Egress Gate	c. Provide gates that permit occupant egress to include infant crib egress from the play area and from the building. Provide at least one access gate that is 10 ft. to 12 ft. wide for emergency or service vehicles. Provide gates with an adult-controlled securing device. (DOD 6-5.1.9)	10.8.3.c	9	39	50	0	Average to widen gate or provide adult latches	1,753.49
Fencing	Gate latch	d. Gates must be self-closing and latching. Children's fingers must be protected from pinching or crushing on gate hinge spaces. (GSA 6.7.1)	10.8.3.d	5	34	59	0	Install self closing devices	227.68

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Assessment Category 1	Assessment Category 2	Standards Text	Standards Item # ¹	Yes	No	N/A	NS	Modification	Per program cost ²
Access from classrooms	Transitional Area	c. Locate covered, hard-surfaced transitional areas (wood, brick, concrete, asphalt) outside each group room to be used for art, woodworking, science, water and sand play. (Old, page 103)	10.9.3.c	8	41	49	0	Pave and cover transition areas	13,635.73
Storage	Security	a. Provide enclosed, weather-tight, vandal-proof storage in each play area. (DOD 6-5.2)	10.12.3.a	17	35	45	1	Provide vertical storage sheds	318.75 base

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