

Child Care Inspection Checklist

INSPECTION TYPE: Monitoring		INSPECTION DATE: 11/05/2025	
I. PROVIDER INFORMATION			
PROVIDER NAME: Sweetgrass Preschool		PROVIDER ID: 2578180	
DOING BUSINESS AS: Sweetgrass Preschool		CAPACITY: 16	
PRIMARY CONTACT PERSON: Angela Light		AGE RANGE: 2 years 6 months - 7 years 0 months	
FACILITY TYPE: Outdoor Nature Based Program	LICENSING TYPE: Licensed	LICENSE STATUS: Open	REFERRAL STATUS:
II. WORKER ASSIGNMENT			
LICENSOR: Denise Coppock	EMAIL ADDRESS: denise.coppock@dcyf.wa.gov	TELEPHONE NUMBER: (509) 899-7396	
LICENSING SUPERVISOR: Kandi Latimer	EMAIL ADDRESS: kandi.latimer@dcyf.wa.gov	TELEPHONE NUMBER:	
III. DAYS AND HOURS OF OPERATION			
DAYS OF OPERATION: Mon; Tue; Wed; Thu;		HOURS OF OPERATION: 9:00 AM-1:00 PM	

DEFINITIONS

Variance (V): an official approval by the department to allow an outdoor nature-based program to achieve the outcome of a rule or rules in this chapter in an alternative way than described due to the needs of a unique or specific program approach or methodology.

Waiver (W): an official approval by the department allowing an outdoor nature-based provider not to meet or satisfy a rule in this chapter due to specific needs of the program or an enrolled child.

Risk Level Classification:

IMMEDIATE CONCERN (I). Rules of immediate concern are requirements developed by the department to protect the health and safety of children against substantial risk of injury, illness, or death. The provider must correct any violation of rules of immediate concern as soon as possible, but in no case later than the next business day.

SERIOUS CONCERN (S). Rules of serious concern are requirements developed by the department to protect the health and safety of children against substantial risk of injury or illness. The provider must correct any violation of rules of serious concern as soon as possible, but in no case later than five business days from the date of non-compliance.

SHORT TERM CONCERN (S). Rules of short term concern are requirements developed by the department to protect the health and safety of children against the risk of injury or illness that is likely to occur if a provider fails to comply over a short period of time. The provider must correct any violation of rules of short term concern as soon as possible. The provider must demonstrate compliance to the department within 10 business days from the date of non-compliance.

LONG TERM CONCERN (L). Rules of long term concern are requirements developed by the department to protect the health and safety of children against the potential risk of injury or illness that is likely to occur if a provider fails to comply over an extended period of time. The provider must agree to correct any violation of rules of long term concern as soon as possible. The provider must demonstrate compliance to the department within 20 business days from the date of non-compliance.

Professional Development, Training and Requirements		
WAC/RCW	Risk Level	Code
110-302-0100(2)(a)	Short Term	Compliance
Description: Directors or assistant directors for ONB programs that enroll preschool-age and school-age children, or only preschool-age children, manage the ONB program and set appropriate ONB program, and staff expectations. (a) A director must meet the following qualifications: (i) Be at least 18 years old; (ii) Have an ECE state certificate or equivalent and nature-based education training or equivalent as approved and verified in the electronic workforce registry by the department as follows: (A) Have 30 hours or three credits of nature-based education training at the time of initial licensure or hire; and (B) Complete an ECE state certificate or equivalent by August 1, 2026, or within five years of being hired or promoted into the position, whichever occurs later; (iii) Have two years of experience as a teacher of children in any age group enrolled in an ONB program and at least six months of experience in administration or management, or a department approved plan; (iv) Unless otherwise stated in this chapter, complete the applicable preservice training, in-service, and ONB program policy requirements, pursuant to WAC 110-302-0105, 110-302-0106, 110-302-0107, and 110-302-0110; (v) If a director does not meet the minimum qualification requirements, the ONB program must employ an assistant director or program supervisor who meets the minimum qualifications of these positions; and (vi) Have their continued professional development progress documented annually.		
WAC/RCW	Risk Level	Code
110-302-0100(2)(b)	Short Term	Not Applicable
Description: (b) An assistant director must meet the following qualifications: (i) Be at least 18 years old; (ii) Have an ECE state certificate or equivalent and nature-based education training or equivalent as approved and verified in the electronic workforce registry by the department as follows: (A) Have 30 hours or three credits of nature-based education training at the time of initial licensure or hire; and (B) Complete an ECE state certificate or equivalent by August 1, 2026, or within five years of licensure or being hired or promoted into the position, whichever occurs later. (iii) Have two years of experience as a teacher of children in any age group enrolled in an ONB program or two years of experience in administration or management, or a department approved plan; (iv) Unless otherwise stated in this chapter, complete the applicable preservice training, in-service, and ONB program policy requirements, pursuant to WAC 110-302-0105, 110-302-0106, 110-302-0107, and 110-302-0110; and (v) Have their continued professional development progress documented annually.		
WAC/RCW	Risk Level	Code
110-302-0100(3)(a)	Short Term	Not Applicable
Description: Program supervisors for programs that enroll preschool-age and school-age children, or only preschool-age children, plan the ONB program services under the oversight of a director or assistant director. (a) A		

program supervisor must meet the following qualifications: (i) Be at least 18 years old; (ii) Have an ECE state certificate or equivalent and nature-based education training or equivalent as approved and verified in the electronic workforce registry by the department as follows: (A) Have 30 hours or three credits of nature-based education training at the time of initial licensure or hire; and (B) Complete an ECE state certificate or equivalent by August 1, 2026, or within five years of being hired or promoted into the position, whichever occurs later. If the director or assistant director does not have an ECE state certificate or equivalent as required by this section, the program supervisor must have an ECE state certificate at the time of initial licensing of the ONB child care program or from the time of hire or promotion; (iii) Have two years of experience as a teacher of preschool-age or school-age children in an ONB program; (iv) Unless otherwise stated in this chapter, complete the applicable preservice training, in-service, and ONB program policy requirements, pursuant to WAC 110-302-0105, 110-302-0106, 110-302-0107, and 110-302-0110; and (v) Have their continued professional development progress documented annually.

WAC/RCW	Risk Level	Code
110-302-0105(2)	Serious	Compliance

Description:

ONB providers must complete a department background check, pursuant to chapter 110-06 WAC.

WAC/RCW	Risk Level	Code
110-302-0100(8)	Short Term	Compliance

Description:

Lead teachers are responsible for implementing the ONB program. Lead teachers develop and provide a nurturing and responsive learning environment that meets the needs of enrolled children. (a) A lead teacher must meet the following qualifications: (i) Be at least 18 years old; (ii) Have a high school diploma or equivalent as approved and verified in the electronic workforce registry by the department; (iii) Unless otherwise stated in this chapter, complete the applicable preservice, training, in-service, and ONB program policy requirements, pursuant to WAC 110-302-0105, 110-302-0106, 110-302-0107, and 110-302-0110; and (iv) Have their professional development progress documented annually. (b) Lead teachers for programs that enroll preschool-age and school-age children, or only preschool-age children, must meet the following requirements: (i) Have an ECE short certificate or equivalent and nature-based education training or equivalent as approved and verified in the electronic workforce registry by the department as follows: (A) Have 10 hours or one credit of nature-based education training at the time of hire; (B) Have an ECE initial certificate or equivalent by August 1, 2026, or within five years of being hired or promoted into the position, whichever occurs later; and (C) Have an ECE short certificate or equivalent by August 1, 2028, or within two years of receiving an ECE initial certificate; (ii) During all operating hours when children are present and the director, assistant director, or program supervisor are not on-site, a lead teacher must meet the following additional requirements: (A) Have two years of experience as a teacher in an ONB program; and (B) Have completed a department orientation for ONB programs. (c) Lead teachers for programs that enroll only school-age children must meet the following requirements: (i) Have 12 college credits in any 100-level or above college coursework or equivalent and nature-based education training or equivalent as approved and verified in the electronic workforce registry by the department as follows: (A) Have 10 hours or one credit of nature-based education training at the time of hire; and (B) Have 12 college credits in any 100-level or above college coursework or equivalent within five years of being hired or promoted into this position. (ii) During all operating hours when children are present and the program director or site director are not on-site, a lead teacher must meet the following additional requirements: (A) Have two years of experience as a teacher in an ONB program; and (B) Have completed a department orientation for ONB programs.

WAC/RCW	Risk Level	Code
110-302-0106(3)	Short Term	Compliance

Description: License applicants, directors, program directors, assistant directors, site directors, program supervisors, lead teachers, assistant teachers, and aides must complete the ONB child care basics training or equivalent as approved or offered by the department: (a) Prior to being granted a license; (b) Prior to working unsupervised with children; or (c) Within three months of the date the ONB child care basics training becomes available if already licensed or employed.		
WAC/RCW	Risk Level	Code
110-302-0106(4)	Serious	Compliance
Description: ONB providers must complete the recognizing and reporting suspected child abuse, neglect, and exploitation training as approved or offered by the department according to subsection (1) of this section. Training must include the prevention of child abuse or neglect as defined in RCW 26.44.020 and the mandatory reporting requirements under RCW 26.44.030.		
WAC/RCW	Risk Level	Code
110-302-0106(9)	Short Term	Compliance
Description: Directors, program directors, assistant directors, site directors, program supervisors, lead teachers, assistant teachers, and any other ONB provider counted in staff-to-child ratio, or who could potentially be counted in ratio, must be trained in first aid and cardiopulmonary resuscitation (CPR). This training must be renewed prior to expiring. Additionally, if an ONB program is operating more than 30 minutes from emergency medical care, including the time it would take an adult to walk from the trailhead to a potential location, there must be at least one staff person trained in wilderness first aid and CPR present with each group of children. (a) Proof of training may be shown with a certification card, certificate, or instructor letter. (b) The first-aid and CPR training and certification must: (i) Be delivered in person and include a hands-on component for first aid and CPR demonstrated in front of an instructor certified by the American Red Cross, American Heart Association, American Safety and Health Institute, or other nationally recognized certification ONB program; (ii) Include child and adult first aid and CPR; and (iii) Be renewed prior to expiring.		
WAC/RCW	Risk Level	Code
110-302-0106(10)	Serious	Compliance
Description: ONB providers who prepare or serve food to children at an ONB program must obtain a current food worker card prior to preparing or serving food. Food worker cards must: (a) Be obtained through the local health jurisdiction, in-person or online; and (b) Be renewed prior to expiring.		

Safety		
WAC/RCW	Risk Level	Code
110-302-0165(2)	Serious	Compliance
Description:		

Hazards inherent to the natural features of the outdoors must be removed or mitigated according to the requirements described in this chapter including, but not limited to, WAC 110-302-0471.

WAC/RCW	Risk Level	Code
110-302-0165(5)(a)(i)(ii)	Serious	Compliance
Description: ONB providers must take steps to prevent hazards to children including, but not limited to: (a) Except for ONB programs that enroll only school-age children and operate on public or private school premises, eliminating and not using in the licensed space, pursuant to RCW 43.216.380, any window blinds or other window coverings with pull cords or inner cords capable of forming a loop and posing a risk of strangulation to children. (i) Window blinds and other window coverings that have been manufactured or properly retrofitted in a manner that eliminates the formation of loops posing a risk of strangulation are allowed; and (ii) A window covering must not be secured to the frame of a window or door used as an emergency exit in a way that would prevent the window or door from opening easily;		
WAC/RCW	Risk Level	Code
110-302-0165(5)(b)	Serious	Compliance
Description: ONB providers must take steps to prevent hazards to children including, but not limited to: (b) Making inaccessible to preschool-age children straps, strings, cords, wires, or similar items capable of forming a loop around a child's neck when not being used during actively supervised ONB program activities;		
WAC/RCW	Risk Level	Code
110-302-0165(5)(c)	Serious	Compliance
Description: ONB providers must take steps to prevent hazards to children including, but not limited to: (c) Making inaccessible to preschool-age children plastic bags and other suffocation hazards;		
WAC/RCW	Risk Level	Code
110-302-0165(5)(d)	Immediate	Compliance
Description: ONB providers must take steps to prevent hazards to children including, but not limited to: (d) Ensuring firearms, guns, weapons, and ammunition are not on the premises of an ONB program;		
WAC/RCW	Risk Level	Code
110-302-0165(6)	Short Term	Compliance
Description: ONB providers must take steps to prevent hazards to children in care, including hazards inherent to the natural physical features of the outdoors. Pursuant to WAC 110-302-0471, such inherent hazards must be mitigated or lessened by active supervision, and the implementation of benefit-risk assessments and risk management plans.		
WAC/RCW	Risk Level	Code
110-302-0165(6)(a)	Short Term	Compliance
Description:		

The ONB provider must take the following measures to prevent hazards to children in care: (a) Cuts, abrasions, and punctures. Equipment, materials, and other objects on the premises that have sharp edges, protruding nails, bolts, or other dangers, excluding approved tools during supervised use pursuant to WAC 110-302-0352, must be repaired, removed, or made inaccessible to children. ONB programs utilizing natural wooden materials in furniture or learning resources must utilize appropriate supervision or adequate maintenance of materials, such as sanding sharp edges;

WAC/RCW	Risk Level	Code
110-302-0165(6)(b)	Serious	Compliance

Description:

The ONB provider must take the following measures to prevent hazards to children in care: (b) Burns. Equipment, materials, or products that may be hot enough to injure a child must be made inaccessible to children. Children in ONB programs may have access to campfires, pursuant to WAC 110-302-0351;

WAC/RCW	Risk Level	Code
110-302-0165(6)(c)	Short Term	Compliance

Description:

The ONB provider must take the following measures to prevent hazards to children in care: (c) Sheering, crushing, or pinching. Broken or cracked equipment, materials, and objects must be repaired, removed, or made inaccessible to children;

WAC/RCW	Risk Level	Code
110-302-0165(6)(d)	Short Term	Compliance

Description:

The ONB provider must take the following measures to prevent hazards to children in care: (d) Confinement. Washers, dryers, large compost bins, spare or secondary freezers or refrigerators, and other entrapment dangers must be inaccessible to children unless being actively supervised;

WAC/RCW	Risk Level	Code
110-302-0165(6)(e)	Short Term	Compliance

Description:

The ONB provider must take the following measures to prevent hazards to children in care: (e) Tripping. Tripping hazards must be eliminated. Except for ONB programs that enroll only school-age children and operate on public or private school premises, uneven walkways, damaged flooring or carpeting must be removed or repaired;

WAC/RCW	Risk Level	Code
110-302-0165(6)(f)	Short Term	Compliance

Description:

The ONB provider must take the following measures to prevent hazards to children in care: (f) Falling objects. Large objects that pose a risk of falling or tipping must be securely anchored. Large objects include, but are not limited to, televisions, dressers, bookshelves, wall cabinets, sideboards or hutches, and wall units; and

WAC/RCW	Risk Level	Code

110-302-0165(6)(g)	Short Term	Compliance
Description: The ONB provider must take the following measures to prevent hazards to children in care: (g) Equipment in poor condition. Equipment in poor condition, meaning rusty parts, flaking paint, or other dangers, must be repaired, removed, or made inaccessible to children.		
WAC/RCW	Risk Level	Code
110-302-0165(7)(e)	Short Term	Compliance
Description: To ensure a safe environment for children in care, ONB providers must comply with the following requirements: (e) Safe water temperature. Except for ONB programs that enroll only school-age children and operate on public or private school premises, all water accessible to enrolled children must not be hotter than 120 degrees Fahrenheit;		
WAC/RCW	Risk Level	Code
110-302-0166(2)(b)	Short Term	Compliance
Description: (2) One or more ONB providers must have the following in case of an emergency: (b) A working telephone that is available for use and has sufficient backup power to function in an emergency.		
WAC/RCW	Risk Level	Code
110-302-0170(3)	Serious	Compliance
Description: To ensure a safe environment for children in care, an ONB provider must comply with all applicable fire safety requirements.		
WAC/RCW	Risk Level	Code
110-302-0170(3)(a)	Serious	Compliance
Description: ONB programs must also comply with the following: (a) Combustible materials. Except for ONB programs that enroll only school-age children and operate on public or private school premises, combustible materials: (i) Must be properly discarded pursuant to local jurisdictions removed from the premises, or properly stored in closed plastic or metal containers specifically designed to hold such combustible materials; (ii) Stored in a closed plastic or metal container must not be accessible to children in care; and (iii) Include, but are not limited to, lint, gasoline, natural gas, diesel, fuel, propane, rags soaked in combustible materials, oils, chemicals, or solvents.		
WAC/RCW	Risk Level	Code
110-302-0170(3)(b)	Serious	Compliance
Description: ONB programs must also comply with the following: (b) Furnaces and other heating devices. (i) Except for ONB programs that enroll only school-age children and operate on public or private school premises, paper, rubbish, or other combustible materials must be at least three feet from furnaces, fireplaces, campfires, or other heating devices; (ii) An appliance or heating device that has a surface capable of burning a child or reaching 110 degrees Fahrenheit must be inaccessible to children in care unless ONB program activities involve such appliances or devices and children are being actively		

supervised. (iii) For ONB programs not operating on public or private school premises, furnaces and other heating devices must be inaccessible to children in care.

WAC/RCW	Risk Level	Code
110-302-0170(3)(c)	Serious	Compliance
Description: ONB programs must also comply with the following: (c) Open flame devices, candles, matches, and lighters. (i) Open flame devices must not be used in or on ONB program premises or any other space accessible to children in care during operating hours. This prohibition does not apply to the use of a gas kitchen range, a camp stove that is in compliance with the requirements described in WAC 110-302-0195, or a campfire that is in compliance with the requirements described in WAC 110-302-0351; (ii) Candles must not be used during operating hours; (iii) Matches and lighters must be inaccessible to children.		
WAC/RCW	Risk Level	Code
110-302-0170(3)(d)	Short Term	Compliance
Description: ONB programs must also comply with the following: (d) Portable heaters and generators. Portable heaters or fuel-powered generators must not be used inside ONB program premises during operating hours. (i) In case of an emergency, a generator may be used but must be placed at least 20 feet from buildings, windows, doors, ventilation intakes, or other places where exhaust fumes may be vented into the premises or ONB program space; and (ii) Appliances must be plugged directly into a generator or into a heavy duty outdoor-rated extension cord that is plugged into a generator. (iii) When necessary, portable heaters may be used by ONB programs for the purposes of keeping children warm in cold weather. If the heating device reaches over 110 degrees Fahrenheit, children must be actively supervised, and children must remain out of reach of the heater to avoid accidental burns.		
WAC/RCW	Risk Level	Code
110-302-0170(3)(g)	Short Term	Compliance
Description: ONB programs must also comply with the following: (g) Extinguishers. ONB providers operating with an applicable indoor ONB program or engaging in campfire or outdoor cooking activity must have and maintain working fire extinguishers that are marked with a minimum rating of 2A:10 BC. (i) Fire extinguishers must be readily available for use in case of an emergency; and (ii) For ONB programs operating in a public park location that do not allow the use of fire extinguishers, alternative fire suppression equipment, such as buckets of water must be available.		
WAC/RCW	Risk Level	Code
110-302-0175(1)	Immediate	Compliance
Description: To prevent injury or drowning and ensure the health and safety of children, ONB providers must comply with the requirements described in this section. (1) Except for ONB programs that enroll only school-age children and operate on public or private school premises, the following bodies of water must be inaccessible to children in care by using a physical barrier at least five feet tall with a locking mechanism: (a) Swimming pools when not being used as part of the ONB program; (b) Uncovered wells, septic tanks, wastewater, wastewater tanks, below grade storage tanks, farm manure ponds, or other similar hazards.		
WAC/RCW	Risk Level	Code

110-302-0175(2)	Immediate	Not Applicable
Description: Hot tubs and similar equipment must be made inaccessible to children by using a physical barrier with a locking mechanism.		
WAC/RCW	Risk Level	Code
110-302-0175(3)	Serious	Compliance
Description: An ONB program operating near a natural body of water must provide a physical barrier or physical boundary to adjacent bodies of water pursuant to WAC 110-302-0145, and must provide active supervision pursuant to WAC 110-302-0350.		
WAC/RCW	Risk Level	Code
110-302-0175(5)	Immediate	Not Applicable
Description: Except for ONB programs that enroll only school-age children and operate on public or private school premises, ONB providers must comply with the following requirements when using a swimming pool as part of the ONB program: (a) Audible alarms must be on all doors, screens, and gates in licensed areas that lead to a swimming pool. The alarm must be sufficient to warn staff when children enter the outdoor area and could access the swimming pool; (b) Swimming pools must be maintained according to manufacturer specifications; (c) Swimming pools must be cleaned and sanitized according to manufacturer instructions, chapter 246-260 WAC, and the DOH or local health jurisdiction guidelines; (d) A swimming pool must not be used if the main drain cover is missing; and (e) Children in diapers or toilet training must wear swim pants to lower the risk of contaminating the water.		

Health Practices		
WAC/RCW	Risk Level	Code
110-302-0200(4)	Short Term	Compliance
Description: ONB providers must wash their hands following the handwashing procedures listed above: (a) When arriving at work; (b) After toileting a child; (c) Before and after diapering a child using a wet wipe in place of handwashing during the middle of diapering, if needed; (d) After personal toileting; (e) After attending to an ill child; (f) Before and after preparing, serving, or eating food; (g) After handling raw or undercooked meat, poultry, or fish; (h) After egg gathering; (i) Before and after giving medication or applying topical ointment; (j) After handling or feeding animals, handling an animal's toys or equipment, or cleaning up after animals; (k) After handling bodily fluids; (l) After using tobacco or vapor products; (m) After gardening activities; (n) After handling garbage and garbage receptacles; and (o) As needed or required by the circumstances.		
WAC/RCW	Risk Level	Code
110-302-0200(6)(a)(b)(7)	Short Term	Compliance
Description:		

(6) Hand sanitizers or hand wipes with alcohol may be used for adults and children under the following conditions: (a) When proper handwashing facilities are not available; and (b) Hands are not visibly soiled or dirty. (7) Children must be actively supervised when using hand sanitizers to avoid ingestion or contact with eyes, nose, or mouth. (a) Hand sanitizer must not be used in place of proper handwashing. (b) An alcohol-based hand sanitizer must contain 60 to 90 percent alcohol to be effective.

WAC/RCW	Risk Level	Code
110-302-0210(1)(2)(a)(b)(c)	Long Term	Compliance

Description:

(1) On or before their children's first day of attending ONB programs, the parents or guardians of enrolled children must give the ONB provider proof of vaccination or acquired immunity for the vaccine-preventable disease, required under chapter 246-105 WAC. ONB providers may accept children without proof of vaccinations or immunity as otherwise indicated in this section. (2) ONB providers must receive for each enrolled child, as required under WAC 246-105-050: (a) A current and complete DOH certificate of immunization status (CIS) or an alternative in lieu of CIS required under WAC 246-105-050(3); (b) A Washington state department of health approved certificate of exemption (COE) form, if applicable; or (c) A current immunization record from the Washington state immunization information system (WA IIS).

WAC/RCW	Risk Level	Code
110-302-0215(3)	Serious	Compliance

Description:

Medication administration. ONB providers must not give medication to any child without the written and signed consent from that child's parent or guardian, must administer medication pursuant to directions on the medication label, and must use appropriate cleaned and sanitized medication measuring devices.

WAC/RCW	Risk Level	Code
110-302-0215(3)(a)(i)(A)(B)(C)(D)(E)	Serious	Compliance

Description:

ONB providers must administer medication to children in care as follows: (i) Prescription medication. Prescription medication must be given only to the child named on the prescription. Prescription medication must be prescribed by a health care professional with prescriptive authority for a specific child. Prescription medication must be accompanied with a medication authorization form that has the medical need and the possible side effects of the medication. Prescription medication must be labeled with: (A) The child's first and last name; (B) The date the prescription was filled; (C) The name and contact information of the prescribing health professional; (D) The expiration date, dosage amount, and length of time to give the medication; and (E) Instructions for administration and storage.

WAC/RCW	Risk Level	Code
110-302-0215(3)(a)(ii)(A)(B)	Serious	Compliance

Description:

ONB providers must administer medication to children in care as follows: (ii) Nonprescription oral medication. Nonprescription over-the-counter oral medication brought to ONB programs by a parent or guardian must be in the original packaging. (A) Nonprescription over-the-counter medication must be labeled with the child's first and last name and accompanied with a medication authorization form that has the expiration date, medical need, dosage amount, age, and length of time to give the medication. An ONB

provider must follow the instructions on the label or the parent or guardian must provide a medical professional's note; and (B) Nonprescription medication must be given only to the child named on the label provided by the parent or guardian.

WAC/RCW	Risk Level	Code
110-302-0215(3)(a)(iii)(A)(B)(C)(D)	Short Term	Compliance
Description: ONB providers must administer medication to children in care as follows: (iii) Other nonprescription medication. An ONB provider must receive written authorization from a child's parent or guardian and health care provider with prescriptive authority prior to administering if the item does not include age, expiration date, dosage amount, and length of time to give the medication: (A) Vitamins; (B) Herbal supplements; (C) Fluoride supplements; and (D) Homeopathic or naturopathic medication.		
WAC/RCW	Risk Level	Code
110-302-0221(1)(a)	Short Term	Not Applicable
Description: (a) A diaper changing area must: (i) Be separate from areas where food is stored, prepared, or served; (ii) Be separate from where children play or eat; (iii) Have an approved handwashing method readily available, pursuant to WAC 110-302-0200; (iv) Have a sturdy surface or mat that: (A) Is not torn or repaired with tape; (B) Is washable; (C) Has a moisture resistant surface that is cleanable; and (D) Is large enough to prevent the area underneath the diaper changing area from being contaminated with bodily fluids; and		
WAC/RCW	Risk Level	Code
110-302-0225(2)	Serious	Not Applicable
Description: Pets or other animals controlled by ONB programs that have or may have contact with children must: (a) Have all required vaccinations, pursuant to local and county regulations; (b) Show no signs of illness, disease, worms, or parasites. If these symptoms appear, the pet or animal must be removed from the licensed space until appropriately treated for the condition; and (c) Be nonaggressive.		
WAC/RCW	Risk Level	Code
110-302-0225(4)(a)	Short Term	Not Applicable
Description: ONB providers must require: (a) Animals and pets to go to the bathroom outdoors if the animals do not have designated indoor litter areas. The designated outdoor areas must be inaccessible to children in care, unless part of a sustainable farming practice approved by the department for an ONB program;		
WAC/RCW	Risk Level	Code
110-302-0230(2)	Long Term	Compliance
Description: ONB providers must keep a complete first-aid kit where children are present, such as in the licensed space, on any off-site trip, and in vehicles used to transport children in care.		
WAC/RCW	Risk Level	Code
110-302-0235(1)	Short Term	Compliance

Description:

ONB programs without access to hot or cold running water must provide sufficient potable water for drinking, food preparation, handwashing, dishwashing, and sanitizing.

WAC/RCW	Risk Level	Code
110-302-0236(3)	Serious	Compliance
Description: ONB programs may require that parents or guardians provide drinking water in water bottles for their children, and these must be labeled with the children's first and last names. An ONB program must provide water to children in accordance with this section whenever necessary, such as when a water bottle is forgotten or empty.		

Cleaning and Sanitation

WAC/RCW	Risk Level	Code
110-302-0241(1)(a)	Short Term	Compliance
Description: ONB providers must develop and follow a cleaning schedule that includes cleaning: (a) Food preparation areas, tables and chairs, high chairs, and food service counters, which must be cleaned and sanitized before and after each meal and snack with single use paper towels or one-time use wiping cloths;		
WAC/RCW	Risk Level	Code
110-302-0241(11)	Serious	Compliance
Description: ONB programs providing or utilizing a portable chemical toilet must ensure that: (a) Toilets are serviced on a regular schedule. Servicing must include the use of a disinfectant for cleaning urinals and seats, removing waste from containers, recharging containers with an odor controlling chemical and installing an adequate supply of toilet tissue; (b) Toilet maintenance and service must be performed in accordance with city, county, and state laws by approved servicing organizations; (c) The storage of toilet waste while on the ONB premises and removal of toilet waste from the ONB premises, must be handled and performed in accordance with city, county, and state laws by approved servicing organizations. The removal must be done in a clean and sanitary manner by means of a vacuum hose and received by a leak-proof tank truck; and (d) Service trucks have a clear approach and convenient access to the toilets to be serviced.		
WAC/RCW	Risk Level	Code
110-302-0255(1)	Serious	Compliance
Description: Except for ONB programs that enroll only school-age children and operate on public or private school premises, ONB programs operating in natural environments must prevent and manage the children's exposure to toxic or infectious agents, such as potentially toxic animal waste, bee stings, and potentially toxic plants or fungi. ONB programs must notify staff, parents and guardians if pesticides are applied on or near the ONB program space, pursuant to WAC 110-302-0225, 110-302-0240, and 110-302-0505.		
WAC/RCW	Risk Level	Code

110-302-0260(1)(a)	Serious	Compliance
Description: ONB providers must ensure all poisonous or dangerous substances including, but not limited to, fuels, solvents, oils, laundry, dishwasher, other detergents, sanitizing products, and disinfectants are stored as follows: (a) In a location that is inaccessible to children;		
WAC/RCW	Risk Level	Code
110-302-0260(1)(b)	Serious	Compliance
Description: ONB providers must ensure all poisonous or dangerous substances including, but not limited to, fuels, solvents, oils, laundry, dishwasher, other detergents, sanitizing products, and disinfectants are stored as follows: (b) Separate and apart from food preparation areas, food items, and food supplies;		
WAC/RCW	Risk Level	Code
110-302-0260(2)	Serious	Compliance
Description: Storage areas and storage rooms must be inaccessible to children.		
WAC/RCW	Risk Level	Code
110-302-0260(4)(a)	Serious	Compliance
Description: Except for ONB programs that enroll only school-age children and operate on public or private school premises, storage areas and rooms must: (a) Have locking doors or other methods to prevent child access;		
WAC/RCW	Risk Level	Code
110-302-0260(5)	Serious	Compliance
Description: Saws, power tools, lawn mowers, and other maintenance and janitorial equipment must be inaccessible to children.		

Environment Space and Furnishings		
WAC/RCW	Risk Level	Code
110-302-0135(2)(a)	Short Term	Compliance
Description: If utilized by an ONB program, furniture and equipment must be: (a) Maintained in a safe working condition;		
WAC/RCW	Risk Level	Code
110-302-0145(1)	Short Term	Compliance
Description:		

ONB program staff must visually inspect meeting spaces and permanently located outdoor classrooms or other commonly used spaces prior to children arriving. ONB providers must have a method of removing or mitigating any hazard on ONB licensed space such as, but not limited to, loose overhead branches, hazardous materials or devices left in public spaces, wildlife, or wildlife droppings.

WAC/RCW	Risk Level	Code
110-302-0145(6)	Serious	Compliance

Description:

ONB programs must meet the following requirements when using natural play spaces not enclosed by a fence, wall, or similar barrier: (a) Establish boundaries with children in unenclosed spaces by using visual aids, such as webbing or tying ribbons on trees, in addition to the intentional teaching of boundaries to children required pursuant to WAC 110-302-0310. These visual aids must not create a tripping, confinement, or choking hazard. (b) ONB programs with permanently located outdoor classroom space must create guardrails, barriers, or boundaries between that space and any immediately adjacent hazardous features, such as a ravine, cliff, or body of water more than two feet deep and six feet in diameter. These guardrails or barriers may be made by natural materials and must be at least 29 inches tall for ONB programs enrolling only preschool-age children and 38 inches tall for ONB programs that enroll school-age children. All other boundaries need approved supervision plans documented in benefit-risk assessments. If public parks property used by ONB programs do not meet these requirements, ONB providers must submit and follow supervision plans to be reviewed and approved by the department. (c) ONB providers utilizing enclosed or designated outdoor play structures must follow the relevant CPSC playground safety guidelines and the applicable child care center or family home child care license, pursuant to chapter 110-300 WAC, or school-age program license pursuant to chapter 110-301 WAC.

WAC/RCW	Risk Level	Code
110-302-0146(1)(a)(b)	Serious	Compliance

Description:

Except for ONB programs that enroll only school-age children and operate on public or private school premises, ONB programs must not use or install manufactured playground equipment that does not comply with the following: (a)(i) Playground equipment used by ONB providers must comply with applicable CPSC guidelines including, but not limited to, guidelines related to the installation, arrangement, design, construction, and maintenance of the outdoor play equipment and surface. (ii) Climbing play equipment must not be placed on or above concrete, asphalt, packed soil, lumber, or similar hard surfaces; (b) The ground under swings and play equipment must be covered by a shock absorbing material (grass alone is not acceptable) such as: (i) Pea gravel at least nine inches deep; (ii) Playground wood chips at least nine inches deep; (iii) Shredded recycled rubber at least six inches deep; or (iv) Any material that has a certificate of compliance, label, or documentation stating it meets ASTM standard F1292.

WAC/RCW	Risk Level	Code
110-302-0147(4)	Serious	Compliance

Description:

ONB providers must remain aware of the children's verbal and nonverbal cues regarding their warmth and comfort and respond appropriately to ensure the children's health and safety. These responses may include, but are not limited to: (a) Keeping children active and moving in cold weather; (b) Resting in shaded areas to cool off; and (c) Assisting children to remove or add layers of clothing, while supporting their development of self-regulation skills.

Food and Nutrition		
WAC/RCW	Risk Level	Code
110-302-0186(1)	Serious	Compliance
Description: ONB providers must obtain written instructions, known as an individual care plan, from the child's health care provider and parent or guardian when caring for a child with a known food allergy or special dietary requirement due to a health condition. The individual care plan, pursuant to WAC 110-302-0300, must: (a) Identify foods that must not be consumed by the child and steps to take in the case of an unintended allergic reaction; (b) Identify foods that can substitute for allergenic foods; and (c) Provide a specific treatment plan for the ONB provider to follow in response to an allergic reaction. The specific treatment plan must include the: (i) Names of all medication to be administered; (ii) Directions for how to administer the medication; (iii) Directions related to medication dosage amounts; and (iv) Description of allergic reactions and symptoms associated with the child's particular allergies.		
WAC/RCW	Risk Level	Code
110-302-0186(2)	Serious	Compliance
Description: ONB providers must arrange with the parents or guardians of a child in care to ensure the ONB program has the necessary medication, training, and equipment to properly manage a child's food allergies.		
WAC/RCW	Risk Level	Code
110-302-0195(3)	Short Term	Compliance
Description: ONB providers must: (a) Supply durable and developmentally appropriate individual eating and drinking equipment, or developmentally appropriate single use disposable items; (b) Clean and sanitize eating and drinking equipment after each use. Water cups or bottles must be cleaned and sanitized daily if designated for a single child; (c) Ensure plastic eating and drinking equipment does not contain BPA, a chemical used in hard plastic bottles and as a protective lining in food and beverage cans, or have cracks or chips; (d) Use gloves, utensils, or tongs to serve food; (e) Serve meals or snacks on plates, dishware, containers, trays, or napkins or paper towels, if appropriate. Food should not be served directly on the eating surface; and (f) Be respectful of each child's cultural food practices.		
WAC/RCW	Risk Level	Code
110-302-0195(5)	Serious	Compliance
Description: ONB programs may use camp stoves that comply with applicable regulations to heat or cook food for children. Children that are in the cooking area within three feet of the camp stove must be actively supervised. Supervision for any child engaged in a cooking activity must be based on a one-to-one (1:1) staff-to-child ratio; and the staff member must remain within arms' reach of the child at all times.		
WAC/RCW	Risk Level	Code
110-302-0196(5)	Serious	Compliance
Description:		

Eggs that have been laid on-site in a coop as part of ONB programs, such as farm-based programs, may only be served to children in care if: (a) The eggs have been laid in a coop that is inaccessible to the public. (b) The eggs are gathered once a day or more frequently based on weather temperatures. (c) The coop and the eggs must be kept under 80 degrees Fahrenheit. Coops must have their temperatures monitored daily, and when the coop temperature or egg temperature is above 80 degrees Fahrenheit, the eggs cannot be served to children. (d) The eggs must be washed according to the facilities and handling guidelines of the WSDA Shell Egg Producer Guidelines for Off-Farm Sales. (e) Once eggs are collected and cleaned, they must be stored at 41 degrees Fahrenheit or less. (f) Written permission from the child's parent must be obtained before the child may consume the eggs or participate in the collection activities.

WAC/RCW	Risk Level	Code
110-302-0197(3)	Short Term	Compliance

Description:

Food must be stored as follows: (a) In original containers or in clean, labeled, dated, and airtight food grade containers, if appropriate; (b) Food not required to be refrigerated or frozen must not be stored directly on the floor; (c) In a manner that prevents contamination; (d) Food and food service items, such as utensils, napkins, and dishes, must not be stored in an area with toxic materials, such as cleaning supplies, paint, or pesticides; (e) Raw meat must be stored in the refrigerator or freezer below cooked or ready to eat foods; and (f) To keep food below a temperature of 41 degrees Fahrenheit, an ONB program may store food in a cooler using ice or icepacks.

WAC/RCW	Risk Level	Code
110-302-0198(3)	Short Term	Compliance

Description:

If storing, preparing, and serving food outdoors without an outdoor kitchen area, ONB providers must: (a) Use a cooler with ice or ice packs as needed to store food according to the current DOH Washington State Food and Beverage Workers' Manual; and (b) Use temporary food preparation surfaces, such as a cutting board on a clean tarp, that are: (i) Maintained in good repair including, but not limited to, being properly sealed without chips, cracks, or tears; and (ii) Moisture resistant.

WAC/RCW	Risk Level	Code
110-302-0198(5)	Long Term	Compliance

Description:

ONB providers that prepares or serves food must have a method to clean and sanitize dishes, pans, kitchen utensils, and equipment. At a minimum, dishes, pans, utensils, and kitchen equipment must be: (a) Washed and rinsed by hand to sanitize and dried with a clean, unused towel or allowed to air dry; (b) Washed and rinsed in a two-compartment sink and dried with a clean, unused towel or allowed to air dry; (c) Washed and rinsed using the three-compartment sink method (sink one is used to wash, sink two is used to rinse, sink three contains a sanitizer, and dried with a clean, unused towel or allowed to air dry; or (d) Washed and rinsed using an automatic dishwasher that sanitizes with heat or chemicals and dried with a clean, unused towel or allowed to air dry.

Sleep and rest		
WAC/RCW	Risk Level	Code

110-302-0265(6)(a)	Short Term	Not Applicable
Description: Mats, cots, and other sleep equipment used in ONB programs must be: (a) In good condition, have no tears or holes, and have no repairs with tape;		

Interactions and Curriculum Learning Supports		
WAC/RCW	Risk Level	Code
110-302-0300(1)(a)	Short Term	Not Applicable
Description: ONB providers must develop an individual care plan for each child with identified special needs. Plans and documentation required under this section must: (a) Meet the requirements of this section;		
WAC/RCW	Risk Level	Code
110-302-0310(4)	Serious	Compliance
Description: ONB programs, as operating primarily outside and potentially in unenclosed spaces, must prioritize behavior management and children's development of habits that keep them safe in such environments. This must be accomplished by: (a) Establishing boundaries through visual cues, such as cones or rope; (b) Teaching children to stop and return, such as through words or the use of other calls; (c) The appropriate use of consequence for unsafe behaviors; (d) Engaging children in developmentally appropriate assessment of risky play, pursuant to WAC 110-302-0315. (e) Ensuring children are engaged in areas that suit the developmental level of their behaviors; and (f) Positioning ONB staff at locations within the ONB program space to ensure the ONB provider has the ability to respond to dangerous situations.		
WAC/RCW	Risk Level	Code
110-302-0315(3)	Serious	Compliance
Description: ONB providers, in addition to carrying out benefit-risk assessments, pursuant to WAC 110-302-0471, must engage children in a developmentally appropriate assessment of risky play. This must be accomplished by: (a) Providing greater supervision when children engage in new levels of risky play; (b) Using questioning and scaffolding techniques to help children determine risks and identify ways to mitigate risk; (c) Prohibiting staff from physically placing children into risky situations, such as in trees or on top of boulders; and (d) Encouraging children to accept their current levels of ability as they work towards goals.		

Program Structure and Organization		
WAC/RCW	Risk Level	Code
110-302-0345(2)	Short Term	Compliance
Description:		

ONB providers must comply with department approved capacity, group size, and staff-to-child ratios while children are in care. This includes, but is not limited to: (a) Indoor and outdoor play activities; (b) Off-site activities; (c) During transportation; (d) Meal times; (e) Rest periods; and (f) When children are on different floor levels of an indoor space.

WAC/RCW	Risk Level	Code
110-302-0345(3)	Short Term	Compliance

Description:

ONB providers must supervise children in care by: (a) Scanning the environment, looking and listening for both verbal and nonverbal cues to anticipate problems and plan accordingly; (b) Positioning themselves to supervise all areas accessible to children; (c) Attending to children and being aware of what children are doing at all times; (d) Being available and able to promptly assist or redirect a child as necessary; and (e) Considering the following when deciding whether increased supervision is needed: (i) The ages of children; (ii) The individual differences and abilities of children; (iii) The layout of the indoor and outdoor licensed space and play area; (iv) The risk associated with the activities children are or may be engaged in; and (v) Whether there are any nearby hazards including those in the licensed or unlicensed space.

WAC/RCW	Risk Level	Code
110-302-0345(4)	Serious	Compliance

Description:

ONB providers must ensure that the staff-to-child ratios required by this chapter are followed by program staff and that children are actively supervised.

WAC/RCW	Risk Level	Code
110-302-0345(5)	Serious	Compliance

Description:

ONB providers must ensure that program staff are equipped with cell phones or walkie-talkies at all times for the purpose of communicating with other staff.

WAC/RCW	Risk Level	Code
110-302-0345(7)(b)	Serious	Compliance

Description:

ONB providers must: (b) Actively supervise children when the children: (i) Interact with pets or animals; (ii) Engage in water or sand play; (iii) Play in an area adjacent to a body of water; (iv) Using a safe route to access an area or activity not immediately adjacent to the ONB program premises; (v) Search for or handle plant life (foraging); (vi) Engage in cooking activities; (vii) Engage in water activities; (viii) Engage in campfire activities; (ix) Engage in climbing activities; (x) Engage in tool use activities; (xi) Ride on public transportation; (xii) Are attending field trips; and (xiii) Are participating in hikes or walks.

WAC/RCW	Risk Level	Code
110-302-0346(1)	Serious	Compliance

Description:

All plants gathered by children or staff that are intended to be consumed by children must be clean and safe to eat. The requirements described in WAC 110-302-0196 through 110-302-0198 apply to plants gathered by children or staff that are intended to be consumed by children.

WAC/RCW	Risk Level	Code
110-302-0346(2)	Serious	Compliance
Description: ONB program staff must be able to demonstrate they have the level of knowledge necessary to: (a) Properly identify the different plant species that are native to the area and region where the ONB program is located; (b) Identify and avoid poisonous plants and plants that look similar to poisonous plants; and (c) Ensure that plants are harvested during the correct time of year and season.		
WAC/RCW	Risk Level	Code
110-302-0346(3)	Serious	Compliance
Description: ONB program staff must ensure the area where plants are being harvested, for example an adjacent road or field, has not been sprayed with pesticides or other pollutants. The ONB program staff must also ensure that plants are not harvested if the ground contains any type of toxins including, but not limited to, toxins associated with the smelter plume areas in the Tacoma and Everett smelter plume areas located in King, Pierce, Snohomish, and Thurston counties.		
WAC/RCW	Risk Level	Code
110-302-0347(3)	Serious	Compliance
Description: To prevent injury to children, ONB providers must comply with the requirements described in this subsection. (a) Staff members must remove hazardous objects and mitigate hazards whenever possible from the surrounding area where children might fall. This includes, but is not limited to, removing rocks and covering sharp edges or potentially harmful protrusions including harmful protrusions or branches that may extend from trees or stumps. (b) Before a child or children climb on trees, ONB providers must inspect the trees for weak or loose branches or other potential hazards. (c) ONB staff members must provide active supervision and be able to provide immediate assistance to any climbing child. To ensure adequate supervision and after conducting the risk assessments described in WAC 110-302-0471, it may be necessary for ONB programs to limit the number of children climbing at one time. (d) At all times, a staff member must be within reach of the midriff of a child who is climbing a natural feature 30 inches above the ground. A climbing child must not be allowed to climb out of reach of staff.		
WAC/RCW	Risk Level	Code
110-302-0347(4)	Serious	Compliance
Description: For school-age children and activities that involve climbing natural features or challenge courses 48 inches or higher from the ground, ONB programs must comply with the requirements described in the American National Standard Institute/Association for Challenge Course Technology (ANSI/ACCT) Challenge Course Standards (https://www.acctinfo.org/page/ANSIACCTStandards). ONB program staff that provide climbing and challenge course activities must possess a valid and current Association for Challenge Course Technology (ACCT) Practitioner Certification.		
WAC/RCW	Risk Level	Code
110-302-0350(2)	Serious	Compliance
Description: In addition to the "risk waiver" described in WAC 110-302-0471: (a) ONB providers must obtain written permission on a "water activity waiver" from the child's parent or guardian before that parents or guardian's		

child participates in water activities. (b) ONB programs located within a quarter mile of an accessible body of water must obtain from the parent or guardian a signed "water hazard waiver."

WAC/RCW	Risk Level	Code
110-302-0350(3)	Serious	Compliance

Description:

For water activities that involve a water depth that is more than 24 inches deep, ONB providers must comply with this chapter and the requirements described in this subsection. (a) A certified lifeguard must be present and on-duty. A staff member or volunteer may be included in the staff-to-child ratio who is also the on-duty certified lifeguard. (b) All children must wear approved water life jackets or approved water life vests.

WAC/RCW	Risk Level	Code
110-302-0350(4)	Immediate	Compliance

Description:

ONB providers must have life-saving equipment readily accessible during water activities if the surface area of a pool or body of water is equal to or greater than six feet and the depth of any portion of the surface area is equal to or greater than two feet. Life-saving equipment may include a ring buoy and rope, a rescue tube, or a throwing line and a shepherd's hook that will not conduct electricity.

WAC/RCW	Risk Level	Code
110-302-0350(5)	Immediate	Compliance

Description:

During water activities, ONB providers must hold or have continuous touch of children with special needs unless that is not developmentally appropriate.

WAC/RCW	Risk Level	Code
110-302-0350(6)	Immediate	Compliance

Description:

At least one attending staff person must be able to swim when children are within one quarter mile of an accessible body of water such as a park located near a lake or stream regardless of whether or not the children are actively engaging in a water activity.

WAC/RCW	Risk Level	Code
110-302-0350(7)	Immediate	Compliance

Description:

If children are at or near a moving body of water, an ONB staff member who can swim or a lifeguard must be positioned downstream of where the children are playing or otherwise take into account how water moves and their access to the body of water.

WAC/RCW	Risk Level	Code
110-302-0351(5)	Short Term	Compliance

Description:

ONB providers must have and properly maintain a first-aid kit near the campfire that contains first-aid supplies made specifically to treat fire related injuries including, but not limited to, a fire blanket and

sterile, nonadhesive bandages. Staff must be prepared to smother a fire on a child's clothing or hair using equipment including, but not limited to, water, a fire suppression blanket, or fire extinguisher.

WAC/RCW	Risk Level	Code
110-302-0351(6)	Serious	Compliance
Description: ONB providers must create a clearly visible boundary at least three feet away from the outer edge of the fire pit or structure containing the fire. This boundary may be marked by a rope, large rocks, or seating area made of logs or camp chairs. At all times, the area within the three-foot boundary must: (a) Be clear of tripping hazards such as bags or other materials; and (b) Have space in between the logs, camp chairs, or other seating so that children and adults may easily move into and out of the seating area.		
WAC/RCW	Risk Level	Code
110-302-0352(2)	Serious	Compliance
Description: ONB programs using developmentally appropriate tools or equipment, including ropes or sharp objects, as part of their curriculum must make such tools inaccessible to children when not in use or under active supervision.		
WAC/RCW	Risk Level	Code
110-302-0352(3)	Serious	Compliance
Description: There must be a one-to-one (1:1) staff-to-child ratio for: (a) Any preschool-age child who is engaged in a tool activity; and (b) Any school-age child who is not proficient in using the tool for the activity.		
WAC/RCW	Risk Level	Code
110-302-0351(8)	Serious	Compliance
Description: Campfires must be built and extinguished according to safe fire practices provided by the U.S. Forest Service at https://smokeybear.com/en/prevention-how-tos/campfire-safety . Campfires: (a) Must not be built during periods of high fire danger in the area; (b) Must not be more than two feet in diameter; (c) Must be in a fire pit or structure that is designed for the express purpose of safely containing a campfire including, when applicable, the fire pit or structure must contain an approved bottom; and (d) Must not burn materials that release toxic substances, such as chemically treated wood, rubber, or plastics.		
WAC/RCW	Risk Level	Code
110-302-0351(9)	Serious	Compliance
Description: Each ONB program class cannot have more than one campfire activity at any time.		
WAC/RCW	Risk Level	Code
110-302-0352(4)	Serious	Compliance
Description: There must be a one-to-three (1:3) staff-to-child ratio for any school-age children who have previously demonstrated proficiency of specific tool use.		

WAC/RCW	Risk Level	Code
110-302-0351(11)	Serious	Compliance
Description: While campfires are burning, ONB providers must remain within the three-foot boundary around the fire to respond to any fire-tending needs and to prevent children from coming into close contact with the fire.		
WAC/RCW	Risk Level	Code
110-302-0351(12)	Serious	Compliance
Description: There must be a one-to-one (1:1) staff-to-child ratio for any child within the three-foot boundary around the fire. A staff member must remain within arms' reach of that child and the child may only assist in setting up or tending to the fire in a developmentally appropriate way, such as by placing kindling or small sticks before the fire is started.		
WAC/RCW	Risk Level	Code
110-302-0351(13)	Serious	Compliance
Description: Adults and children who tend to the fire must tie back long hair and secure loose clothing to reduce the risk of catching fire.		
WAC/RCW	Risk Level	Code
110-302-0351(14)	Serious	Compliance
Description: ONB providers and program staff must prevent children from: (a) Entering the three-foot boundary around the campfire without one-to-one supervision; (b) Running and pushing within six feet of the edge of the fire-pit; and (c) Inhaling campfire smoke.		
WAC/RCW	Risk Level	Code
110-302-0353(2)	Serious	Compliance
Description: ONB providers must actively supervise children and immediately respond when potentially dangerous wildlife is seen or heard, or other signs are discovered or noticed.		
WAC/RCW	Risk Level	Code
110-302-0353(4)	Serious	Compliance
Description: ONB programs must relocate to an approved location or close while dangerous wildlife is in the area.		
WAC/RCW	Risk Level	Code
110-302-0353(7)	Serious	Compliance
Description: ONB programs must always hike with staff in the front and the back of each group.		

WAC/RCW	Risk Level	Code
110-302-0356(6)	Serious	Compliance
Description: Except as described in this section, a licensee must not at any time exceed the total capacity or age range stated on the ONB program license. (a) All children, including children of staff, must be counted in the capacity calculation if those children are: (i) On the premises and signed in to the ONB program; (ii) Participating in an off-site trip from the ONB program; or (iii) Being transported to or from an ONB program activity by ONB staff. (b) Licensees must comply with WAC 110-302-0300 Individual care plan and receive department approval to care for a child with special needs or a child who is older than the maximum age described on the license. A child with documented special needs may be in care up to age 19 and must be counted in the capacity and staff-to-child ratio. (c) A child with special needs who requires individualized supervision pursuant to WAC 110-302-0300 will be included in the count for purposes of capacity. (d) A child with special needs who requires individualized supervision pursuant to WAC 110-302-0300 will not be included in the staff-to-child ratio calculation. (e) A child who, after entering the ONB program has a 13th birthday and is authorized to continue to attend the ONB program under chapter 110-15 WAC, must be counted in both the capacity calculation and the staff-to-child ratio calculation.		
WAC/RCW	Risk Level	Code
110-302-0356(8)	Short Term	Compliance
Description: The staff-to-child ratios and group size requirements described in this section apply to each ONB program class that is individually described in this subsection. (a) For preschool-age children 30 months to six years of age that are not attending kindergarten or elementary school, the maximum group size must not exceed 16 children with a staff-to-child ratio of one staff member to six children. (b) For school-aged children from five to 13 years of age, the maximum group size must not exceed 20 children with a staff-to-child ratio of one staff member to eight children. Group size may only exceed 20 children for special events such as assemblies or performances. (c) For school-aged children from nine to 13 years of age, the maximum group size must not exceed 20 children with a staff-to-child ratio of one staff member to 10 children. Group size may only exceed 20 children for special events such as assemblies or performances. (d) Each group must be staffed by at least two qualified staff members who are not aides or volunteers. Every third staff member counted in the ratio may be an aide or volunteer. Children related to the staff person or licensee must be included in the staff-to-child ratio calculation.		

ONB Program Administration and Oversight Licensing Process		
WAC/RCW	Risk Level	Code
110-302-0455(2)	Short Term	Compliance
Description: ONB providers must keep daily child attendance records, either in paper or electronic format for each child including the children of staff in the ONB program. These records must be easily accessible and kept on-site or in the ONB program's administrative office for department review. These records must clearly document: (a) The name of the child; (b) The date of care; (c) Child arrival and departure times from the ONB program; (d) Signature or electronic signature of parent, guardian or other authorized person at the time of arrival and departure; and (e) A staff signature when a child leaves the ONB program to attend school or participate in off-site activities not offered by the ONB program.		

WAC/RCW	Risk Level	Code
110-302-0460(3)	Short Term	Compliance
Description: Each child's health record and the information described in subsection (2)(a) through (e) of this section must be available to staff for medical administration or emergencies.		
WAC/RCW	Risk Level	Code
110-302-0470(4)(a)	Short Term	Compliance
Description: ONB providers must practice and record emergency drills with staff and children as follows: (a) Disaster evacuation drills, such as for fire or encounters with dangerous wildlife, once each calendar month;		
WAC/RCW	Risk Level	Code
110-302-0470(4)(b)	Short Term	Compliance
Description: ONB providers must practice and record emergency drills with staff and children as follows: (b) Earthquake, lockdown, high winds, flooding, shelter-in-place, or missing child drill once every two calendar months;		
WAC/RCW	Risk Level	Code
110-302-0471(1)	Serious	Compliance
Description: ONB programs must have and follow benefit-risk assessments and risk management plans approved by the department. These assessments and plans must be submitted to DCYF on a form provided by the department and be available for department review at the time of initial licensing. An amended assessment or plan cannot be implemented until the department has approved it. Benefit-risk assessments must include, but are not limited to, the following criteria: (a) Information about the site or sites that will be used by the ONB program on a regular basis. (b) Different seasons of the year such as summer versus winter plans, based on how conditions change within ONB sites and locations used by the ONB program on a regular basis. (c) Risky play activities including, but not limited to, the following: (i) Climbing natural features pursuant to WAC 110-302-0146; (ii) Water activities pursuant to WAC 110-302-0350; (iii) Using sharp tools pursuant to WAC 110-302-0352; (iv) Plant foraging pursuant to WAC 110-302-0346; (v) ONB program pets pursuant to WAC 110-302-0225; (vi) Egg collection and consumption pursuant to WAC 110-302-0196; (vii) Campfire activities pursuant to WAC 110-302-0351; and (viii) Activities near water, cliffs, steep slopes, or other potentially hazardous natural features. (d) Guidance for when increased staffing is necessary, and provide guidance for the development of the applicable risk management policies and procedures described in subsection (2) of this section.		
WAC/RCW	Risk Level	Code
110-302-0471(2)	Serious	Compliance
Description: ONB programs must have and follow risk management policies and procedures to address potential hazards and risks of the ONB programs. These must include, but are not limited to, policies or procedures related to the following: (a) Encountering non-ONB program pets and wildlife pursuant to WAC 110-302-0225 and 110-302-0353; (b) Interacting with strangers, limiting unsupervised access to any child in care, pursuant to WAC 110-302-0345; (c) The shared use of public space; (d) Weather requiring the use of an emergency shelter; (e) Required clothing and keeping children dressed for the weather pursuant to		

WAC 110-302-0147; (f) Using public facilities or buildings; (g) Encountering poisonous species; and (h) All other potentially hazardous situations and natural features.

WAC/RCW	Risk Level	Code
110-302-0480(2)	Serious	Not Applicable

Description:

During travel to an off-site activity, ONB providers must: (a) Have the health history, appropriate medication (if applicable), emergency information, and emergency medical authorization forms accessible for each child being transported; (b) Have a phone to call for emergency help; (c) Have a complete first-aid kit; (d) Maintain the staff-to-child ratio, mixed groupings, and active supervision requirements; (e) Have a current first-aid and CPR certification pursuant to WAC 110-302-0106; (f) Take attendance using a roll call or other method that assures all children are accounted for each time children begin and end travel to an off-site activity, and every time children enter and exit a vehicle; and (g) Never leave children unattended in the vehicle.

WAC/RCW	Risk Level	Code
110-302-0480(3)	Short Term	Not Applicable

Description:

When ONB providers supply the vehicle to transport children in care, the ONB program and ONB provider must: (a) Follow chapter 46.61 RCW, Rules of the road, and other applicable laws regarding child restraints and car seats; (b) Assure that the number of passengers does not exceed the seating capacity of the vehicle; (c) Maintain the vehicle in good repair and safe operating condition; (d) Maintain the vehicle temperature at a comfortable level to children; (e) Assure the vehicle has a current license and registration by Washington state transportation laws; (f) Assure the vehicle has emergency reflective triangles or other devices to alert other drivers of an emergency; (g) Assure the driver has a valid driver's license for the type of vehicle being driven and a safe driving record for at least the last five years;

Summary, Comments, and Recommendations
