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INTERPRETIVE MEMORANDUM 2010-08

TO: Child Care Centers

FROM: David A. Collins, Associate Director, Division of Child Care *DAC*

APPROVED BY: Rosemarie Allen, Director, Division of Child Care. *Allen*

DATE: January 5, 2011

RE: Assistant Early Childhood Teachers

This memorandum reinstates and renames the former position of "Assistant Group Leader," employable at Child Care centers in Colorado, as the Assistant Early Childhood Teacher. The memorandum is intended to provide interim relief for an issue that has arisen as a result of rules previously promulgated which eliminated the position of Assistant Group Leader with the creation the position of Early Childhood Teacher, under Colorado Code of Regulations (CCR) 7.702.54. This memorandum will be repealed when new rules are promulgated making permanent the new position of Assistant Early Childhood Teacher.

The position of Assistant Early Childhood Teacher is necessary to enable prospective Early Childhood Teachers to accumulate the hours of experience and education required to become an Early Childhood Teacher. Therefore, persons meeting any one of the criteria listed below shall be qualified to be employed in a Child Care center as an Assistant Early Childhood Teacher.

1. Persons having completed one of the early childhood education courses referenced in CCR 7.702.54(A)(1)(j), with a course grade of "C" or better, as well as having accumulated twelve (12) months of verified experience in the care and supervision of four (4) or more children less than six (6) years of age who are not related to the individual. Satisfactory experience includes being a licensee of a family child care home; a teacher's aide or teacher in a child care center, preschool, or elementary school. Assistant Early Childhood teachers shall be enrolled in and attending the second (2nd) early childhood education class that will be used as the basis for their qualification for the position of Early Childhood Teacher; or
2. Persons having completed two early childhood education courses as referenced in CCR 7.702.54(A)(1)(j), with a course grade of "C" or better with no experience.

Additionally, all Assistant Early Childhood Teachers :

1. Are subject to the CCR General Rules for Child Care Facilities, 7.701 and Rules for Child Care Centers, 7.702, including but not limited to the rules regarding background checks and personnel; and

2. Assistant Early Childhood Teachers may only be left alone with children during the following periods of child care operation **(Note that proper adult-child ratios must be maintained at all times)**:
 - a. Opening - Assistant Child Care Teachers may be alone with children for up to the first two(2) hours of a child care center's daily opening operations **(proper adult-child ratios must be maintained at all times)**; and
 - b. Nap Time - Assistant Child Care Teachers may be alone with children for up to one (1) hour during a child care center's nap time **(proper adult-child ratios must be maintained at all times)**; and
 - c. Closing - Assistant Child Care Teachers may be alone with children for up to two(2) hours of a child care center's daily closing operations. **(proper adult-child ratios must be maintained at all times)**

Revocation Clause:

1. Any cited violations of the Child Care Regulations by an Assistant Early Child Care Teacher shall result of revocation of that person's status as an Assistant Early Child Care Teacher.
2. Any child care center found to be in violation of this memorandum by allowing Early Child Care Teacher's to supervise infants, toddlers, or children at times other than those specified by this memorandum shall no longer be allowed to employ persons in the position of Assistant Early Childhood Teacher.