

# Childcare Inspection Preparation Checklist

This checklist will help you prepare for your inspection

**\*\*For facilities with 50 children or more please contact us for additional requirements\*\***



## Exiting Requirements:

- The required exits must be located to provide an unobstructed path outside the building to a public way or area of refuge.
- Exit doors must be able to open from the inside without the use of a key or any special knowledge or effort.
- There needs to be at least two exits (travel distance not to exceed 75 feet) located a distance apart, not less than one-half the diagonal dimension of the building or portion used for the daycare. Exception: The distance between exits can be extended to 90 feet if the building is totally protected throughout with smoke detectors, and in buildings with automatic fire sprinkler systems, the distance may be increased to 110 feet.
- The required exits must not be less than 32 inches of clear exit width and not less than 6 feet, 8 inches (6'8") in height. Exception: Sliding patio doors will be accepted as a required second exit in "Family and Group Daycare Facilities" only.
- Sleeping rooms must have at least one emergency egress window having at least a minimum single net clear opening of 5.7 sq. feet, minimum height 24", minimum width 20", and a maximum finished sill height not over 44". Note: An approved exit door is acceptable in lieu of egress windows. Also, an approved piece of furniture or platform, if anchored in place, can be approved to sit in front of a window, if the sill height is over 44".
- Approved egress windows from sleeping areas must be operable from the inside without the use of separate tools.

## Fire Extinguisher Required:

- A properly maintained portable fire extinguisher (minimum 2A-10BC) mounted securely in a visible location, not to exceed five feet from the floor to the top of the extinguisher and not more than 75 feet travel distance is required. **Note: Fire extinguishers shall be maintained as per the Uniform Fire Code Standards.**
- 2 extinguishers are required in a Childcare Center.
- 1 Extinguisher is required in an in-home daycare.

**Note: If square footage of the facility is greater than 3,000 square feet an additional extinguisher is required.**



## Telephone Required:

- An operable telephone must be on the premises.

## Smoke Detectors Required:

- A smoke detector must be installed in a basement having a stairway, which opens from the basement into the facility. Such detector shall be connected to a sounding device or other detector to provide an alarm, which will be audible in the sleeping area.
- Approved smoke detectors must be provided in a central location in the corridor or are giving access to rooms used for sleeping purposes.

## Fire Safety and Evacuation Plan:

- Procedures and policies that accounts for all employees and children after an evacuation is completed.
- Identifies evacuation routes, locations of facility exits, and assembly point for an evacuation.
- Includes location of smoke detectors, fire alarm appliances and fire extinguishers.
- A schedule of fire and emergency evacuation drills and annual reviews that all employees and children participate in with records of those drills available for reference and review.

## Occupancy Load:

- To determine the occupant load, calculate the square footage of the space between the interior face of the exterior walls assigned to daycare use, and divide by the occupant load factor of 35. Allowances for interior walls or partitions and furnishings have been taken into account in the occupant load factor, except fixed seating. The occupant load for fixed seating is determined by counting the seats. **Note: Only those areas used for childcare purposes will be used when determining occupant load.**

The \$25 inspection fee must be paid prior to scheduling the inspection.

We accept payments online, by mail or in person to the Fire Administration offices @ 33 E. Broadway Ave. Suite 210 Meridian, ID 83642

Checks and Cash payments need to be in person or by mail. Please do not mail Cash.

Online payments can be made @ <https://meridiancity.org/fire/daycare-inspections>

For more information contact: Meridian Fire Department 208-888-1234

Email at: [Meridianfire@meridiancity.org](mailto:Meridianfire@meridiancity.org)