



SOUTHWEST FLORIDA STARS



SCORE SHEET CENTERS

Name of Child Care Facility:

Early Childhood Specialist:

Date of Review:



Please have all documents available for review prior to your SWFL Stars review visit.

Use the SWFL Stars Guide to view required documentation



Learning Environments and Classroom Interactions

Star Level 1	Star Level 2	Star Level 3	Star Level 4	Star Level 5	30 points possible																																																			
Infant CLASS score of: ☆ 3.5 – 3.99 on Responsive Caregiving	Infant CLASS score of: ☆ 4.0 – 4.49 on Responsive Caregiving	Infant CLASS score of: ☆ 4.5 – 4.99 on Responsive Caregiving	Infant CLASS score of: ☆ 5.0 – 5.49 on Responsive Caregiving	Infant CLASS score of at least: ☆ 5.5 on Responsive Caregiving	Infant CLASS <table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 15%;">Dimension</th> <th style="width: 15%;">Score</th> <th style="width: 15%;">Points Earned</th> </tr> <tr> <td>RC</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </table> Toddler CLASS <table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 15%;">Dimension</th> <th style="width: 15%;">Score</th> <th style="width: 15%;">Points Earned</th> </tr> <tr> <td>EBS</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>ESL</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </table> Pre-K CLASS <table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 15%;">Dimension</th> <th style="width: 15%;">Score</th> <th style="width: 15%;">Points Earned</th> </tr> <tr> <td>ES</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>CO</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>IS</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </table> Points Earned <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">+</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">+</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">=</td> <td style="text-align: center;">_____</td> </tr> <tr> <td style="text-align: center;">Infant CLASS</td> <td></td> <td style="text-align: center;">Toddler CLASS</td> <td></td> <td style="text-align: center;">Pre-K CLASS</td> <td></td> <td style="text-align: center;">Total Points</td> </tr> </table> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">=</td> <td style="text-align: center;">_____</td> </tr> <tr> <td style="text-align: center;">Total Points</td> <td></td> <td style="text-align: center;">x # of assessments completed</td> <td></td> <td style="text-align: center;">Total weighted points</td> </tr> </table> <p style="font-size: small; margin-top: 5px;"> multiply by 1 if 3 assessments were completed; multiply by 1.5 if 2 assessments were completed; multiply by 3 if 1 assessment was completed. </p>	Dimension	Score	Points Earned	RC	_____	_____	Dimension	Score	Points Earned	EBS	_____	_____	ESL	_____	_____	Dimension	Score	Points Earned	ES	_____	_____	CO	_____	_____	IS	_____	_____	_____	+	_____	+	_____	=	_____	Infant CLASS		Toddler CLASS		Pre-K CLASS		Total Points	_____	X	_____	=	_____	Total Points		x # of assessments completed		Total weighted points
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Toddler CLASS scores of: ☆ 4.0 – 4.49 on Emotional and Behavioral Support; and ☆ 2.0 - 2.49 on Engaged Support for Learning	Toddler CLASS scores of: ☆ 4.5 – 4.99 on Emotional and Behavioral Support; and ☆ 2.5 – 2.99 Engaged Support for Learning	Toddler CLASS scores of: ☆ 5.0 – 5.49 on Emotional and Behavioral Support; and ☆ 3.0 – 3.49 on Engaged Support for Learning	Toddler CLASS scores of: ☆ 5.50 - 5.99 on Emotional and Behavioral Support; and ☆ 3.5 – 3.99 on Engaged Support for Learning	Toddler CLASS scores of at least: ☆ 6.0 on Emotional and Behavioral Support; and ☆ 4.0 on Engaged Support for Learning																																																				
Pre-K CLASS scores of: ☆ 4.0 – 4.49. on Emotional Support; ☆ 3.5 – 3.99 on Classroom Organization; and ☆ 1.5 – 1.99 on Instructional Support	Pre-K CLASS scores of: ☆ 4.5 – 4.99 on Emotional Support; ☆ 4.0 – 4.49 on Classroom Organization; and ☆ 2.0 – 2.49 on Instructional Support	Pre-K CLASS scores of: ☆ 5.0 – 5.49 on Emotional Support; ☆ 4.5 – 4.99 on Classroom Organization; and ☆ 2.5 – 2.99 on Instructional Support	Pre-K CLASS scores of: ☆ 5.5 – 5.99 on Emotional Support; ☆ 5.0 – 5.49 on Classroom Organization; and ☆ 3.0 – 3.49 on Instructional Support	Pre-K CLASS scores of at least the following: ☆ 6 on Emotional Support; ☆ 5.5 on Classroom Organization; and ☆ 3.5 on Instructional Support																																																				
2 points	4 points	6 points	8 points	10 points																																																				

This are is weighted three times, with a possible 30 points. Place all applicable CLASS reports in your SWFL STARS portfolio.



Health & Safety														
Star Level 1		Star Level 2			Star Level 3			Star Level 4			Star Level 5			20 points possible
<ul style="list-style-type: none"> ☆ Meet Department of Children and Families (DCF) licensing standards ☆ Meet ELC requirements for Vision and Hearing screening 		Meets Level 1 plus... <ul style="list-style-type: none"> ☆ Complete daily health checks on children 			Meets Level 2 plus... <ul style="list-style-type: none"> ☆ Document weekly indoor and outdoor safety checks ☆ Certification of ½ of the staff in CPR and first aid within 3-6 months of hire date 			Meets Level 3 plus... <ul style="list-style-type: none"> ☆ Certification of at least 75% of the staff in CPR and first aid within 3-6 months of hire date 			Meets Level 4 plus... <ul style="list-style-type: none"> ☆ Have confirmation of annual physical on file for 95% of staff within 6 months of hire date and biennial thereafter. ☆ Child Care facility is an asthma friendly child care ☆ Child care facility is a safe sleep child care center. 			Points Earned H&S Section 1 : _____ + Ratio & Group Size: _____ = Total H&S weighted points: _____
Ratio same as DCF licensing: Infants 1:4 Ones 1:6 Twos 1:11 Threes 1:15 4/5s 1:20 School-Age 1:25		Age Infants Ones Twos Threes 4/5s School-Age	Ratio 1:4 1:6 1:9 1:13 1:16 1:25	Group Size (12) (12) (18) (26) (32) (40)	Age Infants Ones Twos Threes 4/5s School-Age	Ratio 1:4 1:6 1:8 1:12 1:13 1:25	Group Size (8) (12) (16) (24) (26) (40)	Age Infants Ones Twos Threes 4/5s School-Age	Ratio 1:3-4 1:5 1:7 1:10 1:11 1:20	Group Size (6 - 8) (10) (14) (20) (22) (30)	Age Infants Ones Twos Threes 4/5s School-Age	Ratio 1:3 1:5 1:6 1:9 1:10 1:15	Group Size (6) (10) (12) (18) (20) (30)	
2 points		4 points			6 points			8 points			10 points			
Each section is scored separately; a maximum of 10 points can be earned for each section for a total of 20 possible points. Refer to SWFL Stars Guide for required documentation.														



Screening, Assessment and Curriculum

Star Level 1	Star Level 2	Star Level 3	Star Level 4	Star Level 5	20 points possible
<ul style="list-style-type: none"> ☆ Have current weekly lesson plans posted in classroom ☆ Complete Ages and Stages Questionnaire (ASQ) screenings and Individualized Learning Plans (ILPs) on time for all SR children ☆ Request a copy of child's IEP to develop supports in the classroom when a child qualifies for outside services with a community agency ☆ Complete assessment aligned with OEL Approved Curriculum on time for SR funded children 	<p>Meets Level 1 plus...</p> <ul style="list-style-type: none"> ☆ Complete ASQ screenings, ILPs, and to OEL approved curriculum on time for all children ☆ Director complete training for assessment aligned with OEL approved Curriculum ☆ Implement a classroom documentation system (TS GOLD, portfolios, documentation boards, etc.) 	<p>Meets Level 2 plus...</p> <ul style="list-style-type: none"> ☆ Have current weekly lesson plans posted in classroom, aligned with FL Early Learning and Developmental Standards or Curriculum objectives ☆ All lead teachers complete training for assessment aligned with OEL approved Curriculum ☆ Document director/parent or teacher/parent discussions together once after ILP is received and in 8 weeks, following the rescreen, if applicable ☆ Outline plan for referring families to Early Intervention services as needed 	<p>Meets Level 3 plus...</p> <ul style="list-style-type: none"> ☆ Weekly individualized lesson plan based on assessment aligned with OEL approved Curriculum ☆ Complete assessment aligned with OEL Approved Curriculum on time for all children ☆ Demonstrate the implementation of a social/emotional Curriculum 	<p>Meets Level 4 plus...</p> <ul style="list-style-type: none"> ☆ Serve as a demonstration center for assessment aligned with OEL approved Curriculum 	<p>Points Earned</p> <p>_____ X 2 = _____</p> <p>Total Points X 2 Total SAC Points</p>
2 points	4 points	6 points	8 points	10 points	
<p>This category is weighted 2 times for a total of 20 possible points. Refer to SWFL Stars Guide for required documentation.</p>					



Professional Development and Staff Qualifications

Use Professional Development and Staff Qualifications Scoring Worksheet to calculate points earned for this section

Star Level 1	Star Level 2	Star Level 3	Star Level 4	Star Level 5	10 points possible
<ul style="list-style-type: none"> ☆ Director holds a current Florida Director's Credential ☆ All teaching staff meet DCF training and professional development requirements ☆ 100% of Lead Teachers complete the 40 hour DCF mandated training and the 5 hour Early Literacy course (in allowable time frame) ☆ 100% of Assistant Teachers complete the 40 hour DCF mandated training and the 5 hour Early Literacy course (in allowable time frame) 	<ul style="list-style-type: none"> ☆ Meets Level 1 plus... ☆ Director holds an Associate's Degree or 63 hours of college coursework, or is enrolled in an Associate's Degree program or above ☆ 12 hours of in-service training for all staff, annually, including health and safety, disaster preparedness, and curriculum ☆ 50% of Lead teachers complete FL Early Learning and Developmental Standards training that corresponds with their classroom group, repeated as new versions are available ☆ 50% of Lead Teachers have a DCF Staff Credential with a Child Development Associate (CDA) or higher education, or are enrolled in coursework for a CDA 	<ul style="list-style-type: none"> ☆ Meets Level 2 plus... ☆ Director holds an Associate's Degree or 63 hours of college coursework with 12 credits in Early Childhood Education, 3 of which must focus on working with children with special needs ☆ 16 hours of in-service training for all staff, annually, including health and safety, disaster preparedness, and curriculum ☆ 75% of Lead teachers complete FL Early Learning and Developmental Standards training that corresponds with their classroom group, repeated as new versions are available ☆ 75% of Lead Teachers have a DCF Staff Credential with a Child Development Associate (CDA) or 	<ul style="list-style-type: none"> ☆ Meets Level 3 plus... ☆ Director is enrolled in coursework for a Bachelor's Degree, with 18 credits in Early Childhood Education, 3 of which must focus on working with children with special needs ☆ 20 hours of in-service training for all staff, annually, including health and safety, disaster preparedness, and curriculum ☆ 50% of assistant teachers complete FL Early Learning and Developmental Standards training that corresponds with their classroom group, repeated as new versions are available ☆ 25% of Lead Teachers have an Associate's Degree in Early Childhood Education or 63 hours of college coursework 	<ul style="list-style-type: none"> ☆ Meets Level 4 plus... ☆ Director holds a Bachelor's Degree, with 18 credits in Early Childhood Education, 3 of which must focus on working with children with special needs ☆ 24 hours of in-service training for all staff, annually, including health and safety, disaster preparedness, and curriculum ☆ 75% of Lead and 50% of assistant teachers complete all FL Early Learning and Developmental Standards training, repeated as new versions are available ☆ 50% of Lead Teachers have an Associate's Degree in Early Childhood Education or 63 hours of college coursework with 12 credits in Early Childhood Education, 3 of which 	<p>Points Earned</p> <hr style="width: 10%; margin: 0 auto;"/> <p>Overall Points from Professional Development and Staff Qualifications Scoring Worksheet</p>



	☆ 100% of Assistant Teachers have a High School diploma (from an accredited high school) or GED	higher education, or are enrolled in coursework for a CDA ☆ 25% of Assistant Teachers have a DCF Staff Credential with a Child Development Associate (CDA) or higher education, or are enrolled in coursework for a CDA	with 12 credits in Early Childhood Education, 3 of which must focus on working with children with special needs. ☆ 50% of Assistant Teachers have a DCF Staff Credential with a Child Development Associate (CDA) or higher education, or are enrolled in coursework for a CDA	must focus on working with children with special needs ☆ 50% of Assistant Teachers have a DCF Staff Credential with a Child Development Associate (CDA) or higher education.	
2 points	4 points	6 points	8 points	10 points	
Use Professional Development and Staff Qualification Scoring Worksheet to determine points earned. Complete Professional Development and Staff Qualification Spreadsheet and have available for ELC SWFL Staff to review.					



Family and Community Relationships

Star Level 1	Star Level 2	Star Level 3	Star Level 4	Star Level 5	10 points possible
<ul style="list-style-type: none"> ☆ Have a comprehensive parent handbook (including parent fees, attendance, vacation, discipline, illness and open door policies) ☆ Provider families with information regarding public, social and community services 	<p>Meets Level 1 plus...</p> <ul style="list-style-type: none"> ☆ Host 1 family event per year ☆ Provide quarterly newsletters to parents ☆ Send daily notes home for children under 3 years of age. 	<p>Meets Level 2 plus...</p> <ul style="list-style-type: none"> ☆ Host 2 family events per year ☆ Meet for 1 parent/teacher conference per year for each child to discuss the child's developmental progress and behavioral, social, and physical needs 	<p>Meets Level 3 plus...</p> <ul style="list-style-type: none"> ☆ Provide monthly newsletters to parents ☆ Meet for 2 parent/teacher conferences per year for each child to correspond with results from assessment tool aligned with OEL approved Curriculum ☆ Implement formal volunteer program 	<p>Meets Level 4 plus...</p> <ul style="list-style-type: none"> ☆ Meet for 3 parent/teacher conferences per year for each child to correspond with results from assessment tool aligned with OEL approved Curriculum ☆ Compile results from annual parent surveys for feedback about program or develop a Parent Advisory Council ☆ Host or provide information regarding community parent/family workshops at least three times annually (topics should include positive discipline) 	<p>Points Earned</p> <p>_____</p>
2 points	4 points	6 points	8 points	10 points	



Professional Responsibility

Star Level 1	Star Level 2	Star Level 3	Star Level 4	Star Level 5	10 points possible
<ul style="list-style-type: none"> ☆ Have a comprehensive staff handbook, including written job descriptions, staff orientation procedures, and disaster preparedness information ☆ Facilitate staff meetings every other month 	<p>Meets Level 1 plus...</p> <ul style="list-style-type: none"> ☆ Facilitate staff meetings every month ☆ Establish director meetings with staff to create a professional development plan (individually or by teaching team) ☆ Join a director networking group or a professional organization (NAEYC, FLAEEYC, FACCM, etc.) 	<p>Meets Level 2 plus...</p> <ul style="list-style-type: none"> ☆ Join and actively participate in a director networking group or a professional organization (NAEYC, FLAEEYC, FACCM, etc.) ☆ Facilitate annual team building event ☆ Complete written performance evaluations for a minimum of 50% of staff, annually 	<p>Meets Level 3 plus...</p> <ul style="list-style-type: none"> ☆ Complete written staff performance evaluations, which include reference to classroom observation, for a minimum of 75% of staff, annually ☆ Community collaboration with local colleges to create a formal internship program 	<p>Meets Level 4 plus...</p> <ul style="list-style-type: none"> ☆ Complete written staff performance evaluations, which include reference to classroom observation and individual professional development plans, for a minimum of 90% of staff, annually ☆ Establish a mentor teacher program to train new staff in current ELC quality enhancement initiatives, including TS Gold, CLASS, etc. 	<p>Points Earned</p> <p>_____</p>
2 points	4 points	6 points	8 points	10 points	



Overall Scoring Sheet and SWFL Stars Level Determination Page

Learning Environments and Classroom Interactions	Total Weighted Points Earned		30 points possible
Health and Safety	Total Weighted Points Earned		20 points possible
Screening, Assessment and Curriculum	Total Weighted Points Earned		20 points possible
Professional Development and Staff Qualifications	Total Points Earned		10 points possible
Family and Community Relationships	Total Points Earned		10 points possible
Professional Responsibility	Total Points Earned		10 points possible
Bonus Points: Add 5 points if currently accredited by NAEYC, NAC, APPLE, or NAFCC			5 points possible
Add all points from the above rows			105 possible points

Star Level 1	Star Level 2	Star Level 3	Star Level 4	Star Level 5
20 pts – 39 pts	40 pts – 59 pts	60 pts – 79 pts	80 pts – 93 pts	94 - 105 pts

Star Level Achieved

