Minnesota Department of Human Services

VII. CDLC Child Care Center Risk Reduction Plan

Child care centers must develop a risk reduction plan that identifies the general risks to children served by the child care center. The license holder must establish specific policies and procedures or refer to existing policies and procedures that minimize identified risks, train staff on the procedures, and annually review the procedures. [Minnesota Statutes, section 245A.66, subdivision 2]

1. **Physical Plant.** Identify specific risks to children based on an assessment of the physical plant where licensed services are provided. The assessment must include an evaluation of the required factors listed below in column 1. Write each identified risk in column 2, insert additional lines as needed. In column 3, write specific policies and procedures you have developed and implemented to minimize each risk, **or** in column 4, reference existing policies and procedures that minimize each risk.

Physical plant factors required to be assessed	Identified risks	Policies and procedures developed and implemented to minimize the risks	Existing policies and procedures that minimize the risks
Condition and design of the facility	Large open space with multiple rooms off the larger space	position staff strategically throughout the large open space to maintain visual coverage of all areas, with designated staff assigned to monitor room entrances and high traffic zones where children transition between spaces. We have arranged furniture and activity centers to create natural supervision zones while eliminating blind spots, using low barriers that allow staff visibility while defining different activity areas within the larger space. We maintain clear sight lines between all adjoining rooms and the main area using open doorways or glass panels, with staff communication protocols ensuring constant awareness of child locations across all connected spaces. We implement zone-based supervision with specific staff assigned to monitor particular areas and conduct regular sweeps of all rooms, using frequent head counts and established check-in procedures	CDLC Emergency and Accident Procedures - pages 2-3