

Egress windows: Located in main childcare sleeping room. Also located in basement behind locked door.

Emergency Exit Ladder: Located on bookshelf in main childcare sleeping room.

Water Supply Shutoff: Located in basement at bottom of stairs behind locked door to the right of the egress window. Need to remove boxes to access the valves.

Power Circuit Panel: Located in back yard, exit back door and turn left (NE corner of house) silver box attached to side of house above A/C unit.

Sprinkler Valve (Lawn): Located outside in front yard to left of front door on West side of the house.

Thermostat: Located between the dining room and office area. Setting during daycare hours is approximately 70 degrees.

Water Heater: Located in the basement behind locked door to the immediate left of egress window. Temperature control should be horizontal, pointing to the left for proper temperature control. Resetting pilot light instructions are located on the heater if needed.

Fireplace Gas Shutoff:

Main Level – Shutoff valve is a square “knob” on the floor in front of the fireplace. Tool is required and located in the back left of large drawer (right of fridge).

Basement – Shutoff is located to the left of the fireplace on the wall. This is a red lever located behind a removable plastic cover to the left of the fireplace.

First Aid Kit: White oblong container located in upper cabinet in far right of the refrigerator
Contents include: band aids in various sizes.

Emergency Contact List: Located inside the upper cabinet immediately to the right of the fridge.

Phone: There is no land line. Cellphone use is required

Cleaning supplies: Locked under kitchen sink, locked under bathroom sinks on main level and second level. Also located in laundry room on upper most shelves above washer and dryer.

Knives and Similar Utensils Used in Daycare: Located in a locked drawer to the left of the kitchen sink or in a locked drawer to the right of the fridge.

Generator & Extension Cord: Located in garage by the garage door.

Personal Belongings of Children in Care: Located in hallway leading to the laundry room and in the laundry room itself.

Diapers and changing supplies: Located in main floor bathroom in locked cabinet under sink. Also located in laundry room directly adjacent to the door on upper shelves. Contents inside boxes have labels for each child.

Children Sign-in Sheets: located in foyer on table. Parents are to note time and initial when child arrives or departs.

Beds for Sleeping: Located in the bedrooms on the top level of house.

All toileting and diapering: Takes place in the main bathroom. Use of disposable gloves must be used at each session. All waste is disposed of immediately in a tied up trash bag and thrown out in the waste bin located in the garage.

Disposable gloves are located at the diapering station and/or below the bathroom sink in the locked cabinet.