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| OKDHS_Logo_Horizontal_FullColour_Pos_RGB | Child Care Services  PO BOX 25352  Oklahoma City, OK 73125  405-521-3561  Toll Free 800-347-2276  Fax: 405-522-2564  [Jennifer.Towell@okdhs.org](mailto:Jennifer.Towell@okdhs.org) |

April 20, 2020 CCS 20-01

Dear Child Care Program Director,

Child Care Services collaborated with the Child Care Advisory Committee's center-based standing subcommittee and child care associations to reflect improved grouping of children within the categories of infants in mixed-age groupings and groupings for 5-year-olds and older children.

This correspondence advises child care center-based programs of revisions to staff child ratios for Appendix GG. Ratios and Group Sizes within ***Licensing Requirements for Child Care Programs***. These revisions are only applicable to child care centers, part-day and drop-in programs. Attached documents of Appendix GG. reflect revisions to single-age and mixed-age ratios.

* document indicating ratio language being revised/deleted with a **~~strike-thru~~** and new/revised ratio language is **underlined**; and
* document indicating the revised Appendix.

In the **single-age ratios**, the 5-year-old single-age category (and older single-age groups) now reflects a ratio of 1:20 to align with the changes to the mixed-age ratios.

In the **mixed-age ratios**, the following revisions reflect:

* a revised infants and 1-year-old ***only*** category
* deletion of requiring a 3-year-old for
  + infants and older category
  + 1-year-olds and older category
* deletion of 4-year-olds and 5-year-olds category
* deletion of requiring a 6-year-old or older for a 4-year-olds and older category
* 5-year-olds and older category is combined with 6-year-olds and older to align with the ages of children in schools

Ratio revisions were effective per Governor approval on March 13, 2020 and licensing specialists will begin now monitoring to the revised ratios.

Your licensing specialist will be discussing these revisions with you as well as procedures for updating any monitoring visits reflecting non-compliances between March 13, 2020 and receipt of this correspondence.

Until licensing requirement books are revised to reflect the revised Appendix GG., please include the attached Appendix with any copies of your licensing requirements books. Also please update your posted ratios in classrooms.

We appreciate your dedication and partnership in providing quality care to Oklahoma’s children.

Sincerely



Jennifer Towell

Director

Child Care Services