



**CITY AND COUNTY OF DENVER**  
**DEPARTMENT OF SAFETY**  
**FIRE • POLICE • SHERIFF**  
**9-1-1 • COMMUNITY CORRECTIONS**  
**CRIME PREVENTION & CONTROL • SAFE CITY**

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**FIRE SAFETY IN DAYCARE CENTERS**

**For**

**PARENTS and GUARDIANS**

Children are our future and Denver's Fire Department shares your concerns about child safety. This flier contains information to assist parents, families, and caregivers in evaluating their daycare options. Your decisions about the right place for your child will take many factors into account. Most importantly, it will take the children's physical, emotional, personal development, and wellbeing into consideration. The Fire Department of the City and County of Denver wants to make it easy for you to add safety preparedness to your list when you make your evaluations about childcare.

**IS THE CENTER LICENSED?**

All family daycare and group family daycare centers within the City and County of Denver must be approved and licensed by the State of Colorado. The Fire Department must determine that the daycare center complies with minimum code requirements before the license is approved. This license must be displayed in a prominent place in the daycare center. ASK TO SEE THE LICENSE.

A valid State of Colorado license contains the following:

1. The location in the home or building that may be used for daycare
2. The number and ages of the children approved for daycare
3. The effective and expiration dates of the license

We encourage you to ask potential providers what they would do in the event of an emergency. An approved emergency action plan must be prominently displayed. The plan will show the two-required means of egress that the children must use during an emergency. MAKE TIME TO REVIEW THE PLAN.

**FIRE SAFETY**

Please take a moment to review the following fire safety requirements before placing your child in a family daycare home or a group family daycare center:

1. Fire Drills: Must be conducted monthly, and a record of each fire drill must be maintained. Ask the provider to see the records of such drills.

2. Operating Smoke Detectors: Must be present on every floor of the facility designated for use as a family daycare home or group family daycare center. Inquire about them and look to see that they are in good working order.
3. Multipurpose Fire Extinguishers: Must be maintained and in good working order. Check to see if one is in place in the kitchen. A family home used for daycare also requires an approved fire extinguisher in place outside the furnace room.
4. Emergency Evacuation Plan: Must be easily accessible and posted in a conspicuous location. Primary emphasis must be placed on the immediate evacuation of children. The approved emergency plan must describe the following:
  - a) How children and adults will be made aware of an emergency
  - b) Primary and secondary evacuation routes
  - c) Methods of evacuation, including where children and adults will meet after evacuating the home, and how attendance will be taken and
  - d) Notification of authorities and the children's parents following an evacuation

Spend some time reviewing the Emergency Evacuation Plan before there is a real emergency. Evaluate the primary and secondary "means of egress" noted in the Emergency Evacuation Plan. Take a walking tour of the Emergency Evacuation Plan. Examine the required "means of egress" to determine that each means leads to a safe area outside the residence. Children develop at different stages. Some children may have special needs and some may be challenged in various ways. What may work for one child may not work for another. Ask yourself, "Would my child be able to successfully carry out this evacuation plan in a real emergency?"

5. Children cannot be left without competent supervision at any time. Children must be located on the same floor of the facility with a caretaker at all times. A caretaker must have direct visual contact with the children at all times.
6. Children must not be located above the second floor of a single-family home or dwelling. Family childcare home and group family daycare facility centers may be located on any floor in a facility that is protected throughout by a monitored automatic fire sprinkler system.

**Note:** Any level in a family childcare home or group family daycare center must provide two (2) approved means of egress remote from one another.

## DEFINITIONS

**Family Childcare Home:** A program providing childcare on a regular basis in a family residence for two to six children (ages six weeks to six years) for less than 24 hours per day. Children in care are from different family households and are not related to the head of household.

**Group Daycare Home:** A program providing childcare on a regular basis in a family residence for seven to 12 children (ages six weeks to six years) for less than 24 hours per day. Children in care are from different households and are not related to the head of household.

**Small Daycare Center:** A program providing childcare on a regular basis in a facility for 20 occupants (ages six weeks to 12 years) for less than 24 hours per day. The maximum number of children that may be cared for will be specified on the license.

**DAYCARE CENTER FIRE SAFETY CHECKLIST**  
**For**  
**PARENTS AND GUARDIANS**

Prevention and planning are key to protecting your children and family. Use this checklist as a guide to identify possible fire safety problems in your child's daycare center. If you check NO to any question, the potential hazard should be corrected to reduce your child's risk and increase the daycare facility's preparedness for fire.

- | Yes                      | No                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Is the facility licensed by the State of Colorado Department of Human Services Division of Child Care? Did you inspect the license?  |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Is there an emergency evacuation plan posted in a conspicuous place in the home or center? Did you review it? Are there two required "means of egress"? Is the plan realistic? |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Are there working smoke alarms on each level of the home or center and outside any areas used for napping? Is there a working carbon monoxide (CO) alarm?                      |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Are fire drills conducted monthly? Are records kept of the drills?   |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Are all the windows easily opened from the inside?   |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Have you inspected the general housekeeping of the facility? Is the home free of clutter and combustible materials that might either contribute to or create a fire hazard?    |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Space heaters of any kind may never be used in rooms or areas accessible to children. Did you check to see if space heaters were presently being used?                         |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. Are emergency telephone numbers posted near the telephone?   |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. Are protective caps or covers installed on all electrical outlets accessible to children?  |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. Are all matches and lighters, etc., kept in a place inaccessible to children?   |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. Have the knobs on the stove been made "childproof" to prevent a child from accidentally turning on the stove?   |
| <input type="checkbox"/> | <input type="checkbox"/> | 12. Are all electrical cords in good condition?   |