



Virtual Rating ERS Evidence Checklist – Family Home

Walk-Through Video Instructions and Tips:

- Record the video when no children are present
- Label the video with your name and license number (e.g. Mary Smith_12345)
- Record in Landscape orientation and do not flip phone while recording



- Pan slowly and do not zoom in; walk closer to items instead
- Involve two people: one to record and one to display items/measure
- Narrate as much as possible to describe how interest areas are used, how children use materials, and/or to describe routines
- Open all bins, drawers, and storage spaces and pull out items, if necessary
- The video needs to be very comprehensive and include the following elements, as they apply to your child care space

Building and Classroom Video:

- Entry to your home used by families with a focus on (hold up tape measure during video for measurements):
 - Doorway width measurement
 - Visuals of entry thresholds and steps
 - Doorbell height from ground to doorbell
 - Door handles (style only, no measurement needed)
- Play/interest areas including furniture, materials, and storage (all that apply)
 - Cozy area
 - Spaces for privacy
 - Books/library (a wide selection sample, with book covers visible)
 - Fine motor
 - Art
 - Music (ensure all instruments are visible)
 - Blocks
 - Dramatic play (display everything in the bins)
 - Math/number
 - Nature/science
- Routine areas/storage (all that apply)



- Cubbies/storage of personal belongings
- Diapering area/storage of supplies
- Bathroom used by children
- Napping area/storage of bedding/mats
- Meal/snack area
- Storage of extra materials/supplies
- Display on walls/shelves (adult and child produced)
- 360 degree view of entire classroom

Walk-through video of the playground/gross motor space:

- Portable equipment (bikes, balls, wagons, etc.)
- Stationary equipment (climbers, slides, etc.)
- Surfaces (grass, sidewalk, patios, etc.)
- Shade or protection from the elements
- Additional play materials taken outdoors (dramatic play, art, fine motor, blocks, etc.)

Documents: *Submit a photo, PDF, or Word document labeled with the name of the program, license number, and session/classroom (e.g. Mary Smith_12345).*

- Menu for one week with details, if food is provided by the program
- Daily schedule with details
- Sanitizer and disinfectant labels on **original bottle around all sides**, including EPA number and directions for use
- Completed daily sheets/logs for all children attending on any one day of the month
- List of birthdates of children enrolled (no names are needed, only birthdates)

Photos (optional): If there are areas/materials that are not clearly shown in the video, you may supplement with photos. **Photos are optional** and only necessary if a piece of evidence was not clear in the video. It may be beneficial to spread the contents of a bin out on the floor. The following are examples of photos that may help supplement the video:

- Block people
- Dolls
- Play foods and dishes
- Musical instruments
- Books with full covers visible
- Puzzles
- Display
- Wide view of entire room