

FORM 3: Material Inventory

Toddler Classroom

Program Name: _____ Classroom Name: _____

How to complete this form:

Column A: Count the equipment and materials in the classroom and write the number of items in each box. Only include items that are not broken, have all of their pieces and are available in this room at all times. If items are shared, only include them in one classroom.

Column B: Lists the number of items needed to receive credit for each Learning Center in the Care About Childcare (CAC) Quality Indicators. This is the MINIMUM number.

Column C: Lists the MAXIMUM number of items Applicants may request.

Column D: Lists the quantity Applicant is requesting.

Furniture and Display

Column A	Column B	Column C	Column D	ITEM DESCRIPTION
Number of items you have	Minimum number	Maximum Number	Number you are requesting	
	1	1		REQUIRED: Commercial grade-diapering table with an impermeable mat (not wall mounted units)
	1			REQUIRED: Diaper disposal container with a hands-free, tight-fitting lid
	1 - 2	1 - 2		REQUIRED: Tables to allow all the children to sit down at once so their elbows can rest on the table and their knees fit underneath (12 – 14 inches high)
	8	8		REQUIRED: A chair for each child that allows his/her feet to touch the floor (5 – 7 inches high)
	8	10		REQUIRED: Toddler sized cots or mats or commercial cribs with solid ends and drop-sides
	5	6		REQUIRED: Shelves to create Learning Centers/Areas
	8	10		A sheet and blanket for each crib
	8	10		A cubby or storage unit for each child
	1	2		Wall display equipment at child's eye level (Plexiglas picture holders, wall mats, etc.)
	2	4		Mobiles or other hanging displays
	1	1		An adult sized glider chair
	2	2		A comfortable chair for caregivers when they sit at the table with the children

Cozy Area (Protected area with softness - can be combined with Language and Literacy)

Column A	Column B	Column C	Column D	
Number of items you have	Minimum number	Maximum Number	Number you are requesting	ITEM DESCRIPTION
	1 - 2	1 - 2		Low (24" or less) shelf units or dividers to define and protect the cozy center
	1	2		Bins, baskets, or other containers (labeled with words and pictures) to store & display soft toys
	4	4		A cozy seating that can accommodate 2 – 3 children, with a combination of: washable fabric cushions, rugs, mats, beanbag chairs, covered mattresses, etc.
	16	16		Soft toys such as stuffed animals, cloth puppets or dolls (they do not all need to be in the cozy area)

Language and Literacy

Column A	Column B	Column C	Column D	
Number of items you have	Minimum number	Maximum Number	Number you are requesting	ITEM DESCRIPTION
	1-2	1-2		Low (24" or less) shelf units or dividers to define and protect the learning center
	1 bin for each type	1 bin for each type		Bins, baskets, or other containers to store & display materials is separately (organized)
	16	24		Age-appropriate good quality vinyl, cloth and/or board that feature some of each of the following: people, animals, familiar objects, and familiar routines (bath, meals, etc.)
	5	5		Books showing diversity in the following areas: race / culture, age, ability, and gender in non-stereotypical role

Manipulative Center

Column A	Column B	Column C	Column D	
Number of items you have	Minimum number	Maximum Number	Number you are requesting	ITEM DESCRIPTION
	1-2	1-2		A low (24" or less) shelf defining and protecting the learning or activity center
	4	8		Enough bins, baskets, or other containers to store and display materials
	18	24		18 small motor toys or sets of toys of varying type, color, size, shape, and texture appropriate for toddlers, including at least one of each of the following: busy/activity boxes/boards, nesting toys, stacking toys, cause & effect toys, containers to fill and dump, simple puzzles, chunky peg boards, large interlocking blocks , activity boxes, etc.)
	3	5		Duplicates of popular toys

Block Center

Column A	Column B	Column C	Column D	Criteria
Number of items you have	Minimum number	Maximum Number	Number you are requesting	
	1 - 2	1 -2		A low (24" or less) shelf defining and protecting the learning or activity center
	1 bin for each type of accessory or small blocks	1 bin for each type of accessory or small blocks		Enough bins, baskets, or other containers to store and display materials
	2	2		2 sets of soft blocks with at least 10 blocks in each set
	5	8		5 vehicles of various types and sizes (cars, trucks, boats, planes, etc.)
	5	8		5 people figures, including children and adults with varying skin tones
	5	8		5 animal figures (farm, zoo, ocean dinosaur, etc.)

Dramatic Play Center

Column A	Column B	Column C	Column D	Criteria
Number of items you have	Minimum number	Maximum Number	Number you are requesting	
	1 - 2	1 - 2		1 or 2 low (24" or less) shelf units, dividers or dress-up centers to define and protect the learning center
	6	8		Enough bins, baskets, or other containers to store and display materials
	4	8		Washable dolls with varying skin tones
	8	8		Doll accessories (clothes, bottles, blankets)
	2	2		Pieces doll furniture (bed, stroller, etc.)
	2	4		Machine washable stuffed animals
	10	20		Pieces of play food, some from other cultures
	8	8		Play dishes (pots/pans, etc.)
	2	3		Pieces of toddler-sized play furniture (stove/oven, sink, cupboard, table & chairs, etc.)
	2	4		Play telephones that resemble modern phones
	8	12		Dress-up items (clothes, hats, shoes, purses, etc.)
	2	3		Small doll/figure sets (Fisher Price, dollhouse sets, barn with farm animals, etc.)
	3	5		Materials such as play food or puppets showing diversity in the following areas: race, culture, age, ability
	1	1		1 wall mounted unbreakable mirror
	0	1		Outdoor play house with accessories/props (dolls, dishes, food, phones, etc.) (Any playhouse that includes a slide or climbing element, such as the Neighborhood Fun Center, is not allowed)

Music and Movement

Column A	Column B	Column C	Column D	Criteria
Number of items you have	Minimum number	Maximum Number	Number you are requesting	
	1 - 2	1 - 2		1 or 2 low (24" or less) shelf units or dividers to define and protect the learning center
	1 - 2	1 - 2		Enough bins, baskets, or other containers (labeled with words and pictures) to store & display separated materials in each learning center
	1	1		A CD or tape player
	6	8		Music CDs representing at least 3 different music styles (classical, jazz, children's songs, ethnic music, etc.)
	10	12		Musical/rhythm instruments

Art

Column A	Column B	Column C	Column D	Criteria
Number of items you have	Minimum number	Maximum Number	Number you are requesting	
	1 table 4 chairs	1 table 4 chairs		Table and chairs (toddler sized)
	4	4 or 1 set		Paint brushes (short and chunky)
	4	4 or 1 set		Paint cups
	10	10		10 play dough accessories (cookie cutters, blunt knives, rolling pins, etc.)
	4	4		Paint smocks
	0	1		Drying Rack

Science and Nature

Column A	Column B	Column C	Column D	Criteria
Number of items you have	Minimum number	Maximum Number	Number you are requesting	
	1 - 2	1 - 2		1 or 2 low (24" or less) shelf units or dividers to define and protect the learning center
	1 bin for each type of materials	1 bin for each type of materials		Enough bins, baskets, or other containers (labeled with words and pictures) to store & display separated materials in each learning center
	5	5		Picture books that represent nature realistically
	5	12		Pictures that represent nature realistically
	1	1		Licensing approved classroom pet (fish aquarium, hamsters, ant farm, etc.) and its home container <i>or a living plant</i>

Sand, Water and Sensory Play

Column A	Column B	Column C	Column D	Criteria
Number of items you have	Minimum number	Maximum Number	Number you are requesting	
	1 table 2 individual bins	1 table 4 individual bins		A TODDLER HEIGHT sand/water table, individual or large plastic sensory bins
	0	20 lb. sand		Good quality sand, enough to fill the sensory table/bin at least half way full
	14	14		Indoor accessories for digging, holding, pouring, and floating (small shovels, measuring cups and spoons, sand molds, small pitchers, water wheels, sifters, small vehicles such as boats, planes, and cars, etc.)
	0	15		Outdoor sand toys (buckets, shovels, trowels, molds, vehicles, animals, etc.)
	0	1		Absorbent mat to put under area used for messy or slippery sensory play
	0	7		Water proof smocks
	0	1		Cover for outdoor sand boxes

ACTIVE PHYSICAL PLAY (Portable items only)

Column A	Column B	Column C	Column D	Criteria
Number of items you have	Minimum number	Maximum Number	Number you are requesting	
	<i>Total of 14 items from list</i>	<i>Total of 14 items from list</i>		Soft <i>corner</i> climbing unit or wood loft LESS THAN 18 inches high, surrounded by a 3-foot use area covered in a soft surface
				Crawling tunnel that children can't climb up on
				Wheeled toys without pedals
				Balls of various sizes and textures
				Rocking toys
				Small push toys

PROFESSIONAL RESOURCES

Column A	Column B	Column C	Column D	Criteria
Number of items you have	Minimum number	Maximum Number	Number you are requesting	
	*	2		Resource books for caregivers on toddler's development
	*	2		Resource books for caregivers on quality toddler children's programming
	*	2		Resource books for caregivers on age appropriate activities to do with toddlers

*(Care About Childcare's Quality Indicator requires a total of 25 books for all age groups combined)